

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 Monday, March 27, 2023 at 4:39 p.m. at Parkland Preserve Amenity
6 Center, 835 Parkland Trail, St. Augustine, FL 32095.

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, Vesta District Services
15	Jere Earlywine	District Counsel, KE Law Group
16	Bill Schilling	District Engineer, Kimley-Horn
17	Dana Harden	Vesta

18 *The following is a summary of the discussions and actions taken at the March 27, 2023 Parkland Preserve*
19 *CDD Board of Supervisors Regular Meeting. Audio for this meeting is available upon public records*
20 *request.*

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

23 An audience member requested clarification on quitclaim deed items in relation with the HOA
24 included in the Consent Agenda.

25 An audience member asked for an explanation on whether there was a CDD reserve and how
26 spending of the reserve was determined.

27 **THIRD ORDER OF BUSINESS – Consent Agenda**

- 28 A. Exhibit 1: Consideration for Approval – The Minutes of the Board of Supervisors Regular
29 Meeting Held August 15, 2022
- 30 B. Exhibit 2: Consideration for Approval – The Minutes of the Board of Supervisors Landowners’
31 Meeting Held November 21, 2022
- 32 C. Exhibit 3: Consideration for Acceptance – The December 2022 Unaudited Financial Report
- 33 D. Exhibit 4: Consideration for Acceptance – The February 2023 Unaudited Financial Report
- 34 E. Exhibit 5: Ratification of Kutak Rock Fee Agreement
- 35 F. Exhibit 6: Ratification of Conveyances
- 36 i. Quitclaim Deed with Easements – Developer
- 37 ii. Quitclaim Deed with Easements – HOA
- 38 iii. Quitclaim Bill of Sale
- 39 iv. HOA Declaration Amendment

40 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board
41 approved all items of the Consent Agenda for the Parkland Preserve Community Development District.

42 **FOURTH ORDER OF BUSINESS – Administrative Items**

43 A. Exhibit 7: Administration of Oath of Office to Newly Elected Supervisors

- 44 ➤ Mohammad Bataineh – Seat #1
- 45 ➤ Nasrullah Ghafoor – Seat #2
- 46 ➤ Chase Balanky – Seat #5

47 All newly elected Supervisors completed their Oaths of Office prior to the meeting.

48 **FIFTH ORDER OF BUSINESS – Vendor Reports**

49 A. Exhibit 8: Presentation of Yellowstone Irrigation Inspection Report

50 B. Exhibit 9: Presentation of Charles Aquatics Pond Reports

- 51 ➤ August 2022
- 52 ➤ September 2022
- 53 ➤ October 2022
- 54 ➤ November 2022
- 55 ➤ December 2022
- 56 ➤ January 2023
- 57 ➤ February 2023
- 58 ➤ March 2023

59 **SIXTH ORDER OF BUSINESS – Business Matters**

60 A. Exhibit 10: Consideration & Adoption of **Resolution 2023-01**, Designating Officers

61 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board adopted
62 **Resolution 2023-01**, Designating Officers in substantial form, allowing for the District Manager to add
63 names for the Chair, Vice Chair, and Assistant Secretary roles, for the Parkland Preserve Community
64 Development District.

65 B. Exhibit 11: Consideration & Adoption of **Resolution 2023-02**, Designating Signatories

66 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board adopted
67 **Resolution 2023-02**, Designating Signatories, for the Parkland Preserve Community Development District.

68 C. Discussion on Amending the Date of the June Regular Board Meeting (Currently Scheduled for
69 June 19, 2023)

70 The Board discussed schedule conflicts and agreed that a June Board meeting could be held on
71 June 20.

72 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board
 73 approved changing the June Regular Board Meeting from being held on June 19, 2023, to June 20, 2023,
 74 beginning at 4:30 p.m., for the Parkland Preserve Community Development District.

75 **SEVENTH ORDER OF BUSINESS – Staff Reports**

76 A. District Manager

77 Mr. McInnes stated that a draft FY 2024 budget would be submitted to the Board for discussion at
 78 the next Board meeting, and gave an overview of the budget adoption timeline. Mr. McInnes
 79 additionally noted ongoing negotiations with insurance regarding a gate that had been damaged by
 80 a vehicle, acknowledging issues due to a vendor going out of business.

81 B. District Attorney

82 Mr. Earlywine advised that a technical issue was present in the Quitclaim Deed with Easements –
 83 HOA document under Exhibit 6, and that it needed to be clarified that the HOA was not reserving
 84 easements but rather granting its easements and other rights in the city property to the CDD.

85 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board
 86 approved a corrective quitclaim deed from the HOA to the CDD, in order to remove the reservation of
 87 easement rights, for the Parkland Preserve Community Development District.

88 Following the motion, Mr. Earlywine advised that a Resolution for project completion would be
 89 sent for adoption in the coming months, following review of any remaining open items.

90 C. District Engineer

91 Mr. Schilling provided background information on warranty bond requirements on the contractor
 92 for each phase that had been constructed and completed, noting that repairs largely related to
 93 curbing damaged during construction would be ongoing, and that the warranty bond that had been
 94 posted would not be released until the improvements had been made.

95 **EIGHTH ORDER OF BUSINESS – Supervisors Requests**

96 There being none, the next item followed.

97 **NINTH ORDER OF BUSINESS – Audience Comments – New Business – (limited to 3 minutes per
 98 individual for non-agenda items)**

99 Audience comments were heard about pond algae issues and the pond reports included under
 100 Exhibit 9.

101 An audience member commented that he believed the gate had been malfunctioning prior to the
 102 vehicle incident, and urged for the consideration of a more qualified vendor to install a reliable
 103 gate.

104 An audience member requested for the gates to be locked by default to improve security.

105 An audience member asked about the frequency of pool cleanings, and expressed concerns about
 106 the visibility of lifesaving tools.

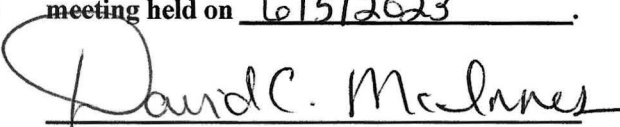
107 **TENTH ORDER OF BUSINESS – Adjournment**

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

110 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board
 111 adjourned the meeting at 5:08 p.m. for the Parkland Preserve Community Development District.

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

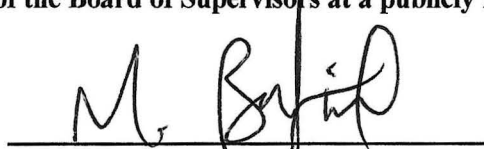
115 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
 116 meeting held on 6/5/2023.

117 

Signature

David C. McInnes

Printed Name



Signature

Mohammad Bataineh

Printed Name

118 Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman