

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, October 23, 2023 at 4:37 p.m. at Parkland Preserve Amenity
6 Center, 835 Parkland Trail, St. Augustine, FL 32095.

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

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

9 Present and constituting a quorum were:

10	Mohammad Bataineh	Board Supervisor, Chairman
11	Cynthia Klein	Board Supervisor, Assistant Secretary
12	Chase Balanky	Board Supervisor, Assistant Secretary

13 Also present were:

14	David McInnes	District Manager, Vesta District Services
15	Dana Harden	Vesta Property Services
16	Barry Jeskewich	Vesta District Services
17	Gwen Leonhardt	Vesta Property Services
18	Jere Earlywine	District Counsel, Kutak Rock
19	Bennett Davenport	Kutak Rock
20	Bill Schilling	District Engineer, Kimley-Horn

21 *The following is a summary of the discussions and actions taken at the October 23, 2023 Parkland Preserve*
22 *CDD Board of Supervisors Regular Meeting. Audio for this meeting is available upon public records*
23 *request.*

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

26 An audience member expressed some concerns about the ranking in the priority list chart provided
27 for presentation and discussion by Vesta under Vendor Reports.

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

29 A. Exhibit 1: Consideration for Approval – The Minutes of the Board of Supervisors Regular
30 Meeting Held September 25, 2023

31 B. Exhibit 2: Consideration for Acceptance – The September 2023 Unaudited Financial Report

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

34 **FOURTH ORDER OF BUSINESS – Business Matters**

35 A. Exhibit 3: Consideration of Fitness Equipment Maintenance Agreements

36 ➤ Fitness Pro

37 ➤ First Place Fitness Equipment

38 On a MOTION by Mr. Bataineh, SECONDED by Mr. Balanky, WITH ALL IN FAVOR, the Board
39 approved the First Place Fitness Equipment Maintenance Agreement for the Parkland Preserve Community
40 Development District.

41 B. Exhibit 4: Consideration of First Coast CMS Proposal for Field Services and Pool/Amenity
42 Center Cleaning

43 Mr. McInnes noted that First Coast had withdrawn their bid prior to the meeting but had agreed to
44 continue to provide services through the end of November. A handout from Vesta with a proposal
45 for comparable services was distributed under separate cover, and Ms. Harden provided an
46 overview of its terms, noting that it did not leave out any substantive material included in CMS's
47 withdrawn proposal.

48 On a MOTION by Mr. Bataineh, SECONDED by Mr. Balanky, WITH ALL IN FAVOR, the Board
49 approved for the District Manager to source an additional competing bid, and to prepare to enter into the
50 Vesta agreement for field services in substantial form, unless an additional bid with comparable services
51 was sourced at a lower cost, for the Parkland Preserve Community Development District.

52 C. Exhibit 5: Consideration of LLS Tax Solutions Inc. Proposal for Arbitrage Services for Series
53 2019A & 2019B Bonds

54 On a MOTION by Mr. Bataineh, SECONDED by Mr. Balanky, WITH ALL IN FAVOR, the Board
55 approved the LLS Tax Solutions Inc. Proposal for Arbitrage Services for Series 2019A & 2019B Bonds, in
56 substantial form, subject to review and final sign-off by District Counsel, for the Parkland Preserve
57 Community Development District.

58 **FIFTH ORDER OF BUSINESS – Discussion Items**

59 A. Discussion of Dog Park Responsibility for Maintenance

60 Ms. Harden noted that the field services proposal from Vesta also included dog park maintenance
61 and servicing waste stations.

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

63 A. District Manager

64 Mr. McInnes provided an overview of issues that had been identified and resolved with the
65 bathroom plumbing, and asked for residents to avoid keeping doors propped open.

66 ➤ Exhibit 6: Meeting Matrix

67 Mr. McInnes presented the Meeting Matrix and explained that it would be included in
68 future agenda packages.

69 B. District Counsel

70 Mr. Earlywine stated that he had no specific issues to bring to the Board's attention at this time.

71 C. District Engineer

72 Mr. Schilling noted that the County Inspector had visited Phases 3 & 4, and had also inspected
73 Phases 1 & 2 while on site. Mr. Schilling reported that many items had been corrected, though
74 noted that a few items were still outstanding, and provided a summary. Mr. Schilling additionally
75 noted that samples had been taken of the pavement where water was coming up, and that a final

76 report was forthcoming. Mr. Schilling also observed that some cracked tiles had been noted around
77 the pool and that they were in the process of acquiring proposals to repair damaged elements.

78 **SEVENTH ORDER OF BUSINESS – Vendor Reports**

79 A. Vesta Property Services

80 ➤ Exhibit 7: Presentation of Amenity Center Clubhouse Social Room Priority List Chart

81 Ms. Harden presented the priority list chart to the Board. Following discussion on the
82 booking system, the Board came to a consensus to accept and execute the priority list chart
83 as presented, while including a 14-day advance notice of amenity events for rental
84 flexibility.

85 ➤ Exhibit 8: Presentation of Parkland Preserve Resident Club Guidelines and Application

86 Ms. Harden provided an overview of the form of the application and the sign-in sheet
87 system.

88 B. Exhibit 9: Presentation of Yellowstone Landscape Report

89 C. Exhibit 10: Presentation of Yellowstone Irrigation Inspection Report

90 D. Exhibit 11: Presentation of Charles Aquatics Pond Reports

91 ➤ September 2023

92 ➤ October 2023

93 Mr. McInnes stated that Pond #5 work was still in progress.

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

95 There being none, the next item followed.

96 **NINTH ORDER OF BUSINESS – Audience Comments For Non-Agenda Items – (limited to 3 minutes
97 per individual for non-agenda items)**

98 Audience comments were heard regarding pool closure information posted online, the event
99 calendar appearing faded, comingling of funds, installing an on-site defibrillator, and building a
100 memorial for Parkland veterans with a flag. Mr. McInnes stated that AED proposals would be
101 brought before the Board once funds came in.

102 **TENTH ORDER OF BUSINESS – Action Item Review**

103 Mr. McInnes stated that the action items were as follows:

- 104 • District Management will get back to the Board with the contract with Vesta concerning
105 the amenities, pool, and field services, as well as cleaning operations.

106 **ELEVENTH ORDER OF BUSINESS – Adjournment**

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

109 On a MOTION by Mr. Bataineh, SECONDED by Mr. Balanky, WITH ALL IN FAVOR, the Board
110 adjourned the meeting at 5:57 p.m. for the Parkland Preserve Community Development District.

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

114 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
 115 **meeting held on _____.**

116

Signature

Signature

Printed Name

Printed Name

117 **Title:** **Secretary** **Assistant Secretary**

Title: **Chairman** **Vice Chairman**