

**MINUTES OF MEETING  
FLEMING ISLAND PLANTATION  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Fleming Island Plantation Community Development District was held on Tuesday, May 23, 2017 at 6:00 p.m. at the Fleming Island Plantation Splash Park, 1510 Calming Water Drive, Fleming Island, Florida.

Present and constituting a quorum were:

Eugene Clark	Chairman
Betty Murphy	Vice Chairperson
Rick Nelson	Assistant Secretary
Michelle Szafranski	Assistant Secretary

Also present were:

Janice Eggleton Davis	District Manager
Jason Walters	District Attorney (Via Telephone)
Ryan Stilwell	District Engineer (Via Telephone)
Marcia Weeks	Project Manager
Andy Burton	Maintenance
Kyle Kubik	Yellowstone Landscape
Louanna Perruci	Vesta
Several Residents	

*The following is a summary of the discussions and actions taken at the May 23, 2017 Fleming Island Plantation CDD Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Clark called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Audience Comments (Limited to 3 Minutes per Speaker)**

The following comments were made:

- Mr. Jacque LaBelle addressed the condition of the berms between Lake Ridge South and the Splash Park as well as the berms by Town Center Boulevard.
- Mr. Kadeene Adams shared his thoughts on cultural dissension within Fleming Island Plantation.

- Ms. Brandye Mackey discussed a racist post on Craigslist by a Fleming Island High School student. She addressed concerns over racism within the community among other concerns.
- Mr. Brian Mackey described the details of Ms. Mackey’s First Annual Fashion Show honoring Black History Month on February 10, 2017 and his concerns about increasing understanding of diverse cultures in the community.
- Mr. Jeff Granzen asked if the pump near the main road will be repaired soon. Mr. Clark responded they are waiting on a part, which needs to be replaced. It will be addressed later in the meeting.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the April 25, 2017 Meeting**

Mr. Clark stated each Board member received a copy of the minutes of the April 25, 2017 meeting and requested any corrections, additions or deletions.

There being none, the next item followed.

On MOTION by Ms. Murphy seconded by Ms. Szafranski with all in favor the minutes of the April 25, 2017 meeting were approved.

**FOURTH ORDER OF BUSINESS**

**Attorney’s Report**

Mr. Walters stated he is working on a summary of the end of the legislative session and will distribute to the Board under separate cover.

Mr. Nelson asked if the Village Square documents have been finalized. Mr. Walters responded he has not received a response yet from the property owner. We have operated in good faith on some very strong affirmative statements from the owner, but we still want the documents executed to put that issue to bed.

**FIFTH ORDER OF BUSINESS**

**Engineer’s Report**

Mr. Stilwell reported the following:

- He spoke with Public Works and the County Engineer regarding the drainage pipe located at the end of Thunderbolt Road. It has been put on a list to be addressed. They say the pipe is functional, but they still will clean the ditch out.
- He left a message a couple of weeks ago to speak with Mr. Shawn Thomas, Clay County Engineering Department, regarding the drainage problem at the roundabout.

He is waiting for a survey to be completed in order to meet with Mr. Stilwell and formulate a plan.

- Ms. Weeks has a permit application, which needs to be signed by the Chairman in order to complete the sidewalk repair on Town Center Boulevard.

**SIXTH ORDER OF BUSINESS**

**Landscaping Update**

Mr. Kubik distributed and reviewed landscaping and irrigation proposals, copies of which are attached hereto and made a part of the public record.

**SEVENTH ORDER OF BUSINESS**

**Project Manager's Report**

A copy of the Project Manager's Report was included in the agenda package.

**A. Maintenance Update**

Ms. Weeks reported the following:

- There was a maintenance day at the Amenity Center pool on May 5, 2017. Several items were addressed as outlined in the report.
- Ms. Murphy requested expenses be indicated within the report.
- The basketball rims need to be replaced by a specific brand. These rims are only available through the brand vendor. Total cost after a discount for ordering all of them one time is \$1,108. Discussion ensued as to how many are actually needed and there was Board consensus to purchase two rims for replacement.
- The tennis court needs to be resurfaced. The Reserve Study had them scheduled for resurfacing during the previous fiscal year with a reserve amount of \$20,394. Three proposals are being obtained.
- Two proposals have been obtained for the playground equipment. Ms. Weeks met with the third vendor today and expects to have the third proposal for the next meeting.
- Phase I of the Amenity Center renovation is complete. Ms. Weeks passed out fabric samples for the window treatments and the stackable chairs. The table currently in the conference room has three sections. The cost to refinish the table is \$1,200. Purchasing three new section tables will cost \$824. Ms. Murphy requested all options be brought before the Board. Discussion ensued and staff was directed to get proposals from at least two designers for presentations. Ms. Szafranski will work with Ms. Weeks to select the paint color for the lobby and offices.

- Innovative Fountain is still waiting on a part to repair the fountain at Village Square.
- Three proposals were obtained for the marquee signs: Dogwood Signs for \$5,600, Banner & Signs, Inc. for \$5,250 and First Coast Signs at \$4,367.19. This item was tabled.
- The sidewalk repair located in front of Fleming Island High School was determined to be the District's responsibility. Three proposals are being obtained to replace the concrete. Staff is also working with Mr. Michael Fleming from the County for suggested vendors because it has been difficult to find vendors willing to provide a proposal. He indicated they have similar difficulty with this.
- Staff spoke with Mr. Chad Williams, Clay County Code Enforcement, regarding the US 17 buffer situation. He is having a landscaper look at the area and is also speaking with the County Legal Department to see if dead or potentially hazardous foliage can be removed.
- Staff has been installing tennis court clay in the washout at the roundabout. It washes away every time it rains. Mr. Stilwell is working with the County as he reported earlier in the meeting. He suggested putting asphalt patch material until the County resolves the issue.
- The trail camera was placed behind the Splash Park to monitor the park area after staff was notified of drug activity. Off-duty officers were notified. After not finding any unlawful activity for several weeks, the camera was moved to a new undisclosed location.
- Yellowstone Landscaping provided two tree proposals: replace the Live Oak Tree in the Town Center Median at the Splash Park for \$1,665 and install Magnolia Tree in the turf area near The Woodlands entrance for \$485. The Board discussed all the proposals submitted by Yellowstone Landscaping and the question was raised as to whether the builder can be held responsible for burying the irrigation lines for new construction. Mr. Walters responded he will need to discuss with the County. The District has its irrigation lines within the County right-of-way.

On MOTION by Ms. Szafranski seconded by Ms. Murphy with Ms. Szafranski, Ms. Murphy, and Mr. Clark voting aye and Mr. Nelson voting nay, all the proposals submitted by Yellowstone Landscaping and reviewed by the Board at this meeting were approved at a cost not to exceed \$10,000.

- The fountain and sidewalks at Margaret's Walk Park were pressure washed. The manatee sign at the dock needs to be updated to meet the requirements of the Florida Fish and Wildlife Conservation Commission. Staff is working on ordering new signs. There was Board consensus to take down the sign rather than replace it.
- Entrance Lighting was installed by Pickett Electric. Discussion ensued regarding what was approved and the installation of lighting at River Hills Reserve. Ms. Davis stated Severn Trent will reimburse the District \$1,500 for the lights installed in River Hills Reserve in error.

#### **B. Recreation Update**

Ms. Weeks reported the following:

- The Book Club met on April 27, 2017 to discuss *All the Missing Girls* and enjoyed lunch afterwards.
- May's Food Truck Friday was held on May 5, 2017. Over 300 residents participated.
- The Plantation Community Yard Sale was held May 6, 2017 and there was good weather.
- The Mother/Daughter Brunch held at Island Life Grill in Village Square on May 13, 2017 was a success with 50 ladies attending. Ms. Murphy expressed concern about having events at The Village Square until the Access and Parking Easement agreement is finalized. There was consensus not to hold any events at The Village Square going forward without Board approval.
- The May Book Club meeting is scheduled for May 25, 2017 and will be discussing *The Whip*.
- The Memorial Day Parade is scheduled for Saturday, May 27, 2017.
- Upcoming events include Food Truck Friday and Movies in the Park on June 2, 2017, as well as the Start of Summer Luau on June 10, 2017, Father/Son Beast Feast on June 17, 2017 and the June Book Club meeting on June 22, 2017.

**EIGHTH ORDER OF BUSINESS**

**Manager's Report**

**A. Discussion of the Proposed Budget for Fiscal Year 2018**

Ms. Davis reviewed the proposed budget for Fiscal Year 2018.

- The debt service portion of the assessments is going down due to the bond refinancing.
- The Board requested a subtotal of expenditures for events be added to the narrative.
- The landscaping budget was increased by \$20,000.
- Ms. Davis reviewed the line items pertaining to services provided by Severn Trent and noted the following requests: a 3.1% increase for management services, 3% increase for special assessment services and a 2.9% increase for field management, which covers staffing.
- The Yellowstone Landscaping contract is up for one more renewal at July 31, 2017. The proposed budget includes a 1% increase.
- Aquatic Systems requested a 3% increase for their renewal.
- An increase was included for website development because the current website is antiquated and needs to be updated.
- The budget as presented has a 5.7% increase in the operation and maintenance assessment. This is offset by the debt service decrease resulting in a total net .3% decrease for all assessments except for Autumn Glen, Lake Ridge North and Carrington Place which will have a 1% total increase in assessments.

**B. Consideration of Resolution 2017-7, Approving the Budget and Setting the Public Hearing**

On MOTION by Ms. Murphy seconded by Mr. Nelson with all in favor Resolution 2017-7, approving the proposed budget for Fiscal Year 2018 and setting the public hearing for August 22, 2017, was adopted.

**C. Number of Registered Voters – 4,926**

This item is for informational purposes only as required by Statute.

**NINTH ORDER OF BUSINESS**

**Acceptance of April Financials and Approval of April Check Register and Invoices**

The Board reviewed the financials.

On MOTION by Ms. Szafranski seconded by Ms. Murphy with all in favor the April financials were accepted and the April check register was approved.

**TENTH ORDER OF BUSINESS**

**Supervisors' Request**

The following was discussed:

- Ms. Murphy noted the swim lessons will run from 9:00 a.m. to 1:00 p.m. with a short break and then will resume from 3:00 p.m. to 8:00 p.m. This does not leave much room for the rest of the residents who want to use the pool to swim laps. Ms. Louanna Perruci suggested the solution of designating group lessons from 9:00 a.m. to 1:00 p.m. and have later sessions be private and not group sessions.
- Ms. Szafranski suggested a shredding event.
- Ms. Murphy received a call about a rowdy and unruly group at the Splash Park pool last Saturday.
- Ms. Murphy addressed an event that occurred in Fairway Village with large police presence due to occupants of a house selling drugs.
- Mr. Clark addressed a previous request from a resident to place more benches along Town Center Boulevard. Ms. Murphy suggested relocating one bench as a start. Staff will inventory the current benches and their locations as well as look into pricing for the purchase of new benches. She also suggested Board members ride the plantation to determine where benches would be located or where new benches would be assigned.
- Mr. Clark addressed residents' concern that the community is not culturally involved. He would like to look into whether this is an issue. Mr. Clark will discuss this issue further with staff as a resident and not a representative of the Board.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Ms. Szafranski seconded by Mr. Nelson with all in favor the meeting was adjourned.

  
Janice Eggleton Davis  
Secretary

  
Eugene Clark  
Chairman