

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

A meeting of the Board of Supervisors of the Fleming Island Plantation Community Development District was held on Tuesday, January 27, 2009 at 6:00 p.m. at the Splash Park, 1510 Calming Water Drive, Orange Park, Florida.

Present and constituting a quorum were:

Mike Cella	Chairman
Eugene Clark	Vice Chairman
Don Christofoli	Assistant Secretary
Betty Murphy	Assistant Secretary
Gina Polseno	Assistant Secretary

Also present were:

Janice Eggleton Davis	District Manager
Bob Koncar	Severn Trent Services, General Manager
Jason Walters	District Attorney (Via Telephone)
Margaret Alfano	Parks and Recreation Manager
Russell Bagg	Maintenance Manager
Robert Machala	NAC, President
James Wiggins	NAC, Liaison
Madelyn Christofoli	Resident
Dean Reese, Sr.	Resident
Sandra Wiley	Resident

*The following is a summary of the minutes and actions taken at the January 27, 2009 Fleming Island Plantation CDD Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Approval of the Minutes of the December 16, 2008 Meeting**

Mr. Cella stated each Board member received a copy of the minutes of the December 16, 2008 meeting and requested any corrections, additions or deletions.

There not being any,

On MOTION by Mr. Clark seconded by Ms. Polseno with all in favor the minutes of the December 16, 2008 meeting were approved.

**THIRD ORDER OF BUSINESS**

**Manager's Report**

The following was discussed:

- Staff often receives requests from various community groups within the District to provide administrative support and/or to present these groups with recommendations before presenting them to the Board. Mr. Koncar requested direction from the Board on handling these requests.
- Mr. Cella clarified everything should come before the CDD Board first. If the Board feels it is necessary to have something reviewed further, they will request the NAC look into it and report back to the Board with their suggestion. Staff can provide information to residents such as reports or copies of minutes. If CDD staff becomes involved in preparing agendas or calling members for these groups, they cease to be neighborhood organizations.
- Mr. Koncar's concern is when staff is asked to provide a committee with information, but not the Board. It is not the District staff's role to make recommendations to the local committees unless directed by the Board.

**FOURTH ORDER OF BUSINESS**

**Attorney's Report**

Mr. Walters reported the following:

- The Governor's cabinet (as FLAWAC) met this morning regarding the District's boundary amendment and it passed without objection. They have to publish the rule which amends the boundary. The District's boundary will be officially amended within the next three to four weeks.
- With regard to the buffer, Broadbent Company submitted three plans to the county all of which were rejected. After the third rejection Mr. Walters, Mr. Bagg and Austin Outdoor met to prepare a plan. A plan was submitted and approved by the county. Austin Outdoor is scheduled to begin the work next week in order to bring the buffer into compliance. The issue going forward is whether Broadbent Company will pay for the restoration. They currently are not being cooperative.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Maintenance**

Mr. Bagg reported the following:

- Two proposals were submitted to bring the District’s pool drains up to code in accordance with the Virginia Graeme Baker Act. The Caliber Company, Inc. quoted \$5,200. Martin Pool & Spa quoted \$15,670. Staff recommends approving the proposal submitted by The Caliber Company, Inc.

On MOTION by Ms. Murphy seconded by Mr. Christofoli with all in favor the proposal from The Caliber Company, Inc. to replace the pool drain grates at a total cost of \$5,200 was approved.

- The Clay County Sheriff’s Department has increased their fee for patrolling services, which totals an approximate increase of \$3,300 for the year. Mr. Bagg presented the Board with two other options. Weiser Security submitted a proposal in the amount of \$74,645 and would provide 96 hours of coverage. Wackenhut submitted a proposal with various options. It will be \$75,218.60 for a 60-hour work week with a patrol vehicle or \$66,218.44 [\$60,024.43 Correction was subsequently noted.] for a 60-hour work week without a vehicle. An 80-hour work week with a vehicle will cost \$87,481.66 or \$78,481.50 [\$72,287 Correction was subsequently noted.] without a vehicle.

Mr. Clark MOVED to continue with the Clay County Sheriff’s Department for security services.

- Mr. Cella suggested the NAC review the options for security services, which were presented to the Board by Mr. Bagg and report back to the Board with their recommendations.

On MOTION by Mr. Clark seconded by Ms. Murphy with all in favor the District will continue with security services provided by the Clay County Sheriff’s Department with the stipulation that the NAC review the proposals from the other private security companies and report back to the Board with their recommendations.

- Proposals were submitted for resurfacing the tennis courts by Premier Tennis Courts, Inc., Fast-Dry Courts and Welch Tennis Courts, Inc. Staff recommends the five ton proposal from Fast-Dry Courts for a total of \$17,900.

On MOTION by Mr. Christofoli seconded by Mr. Clark with all in favor the five ton proposal from Fast-Dry Courts in the amount of \$17,900 was approved.

- Proposals were submitted by three local companies to replace the awnings at the tennis courts: All Florida Awning Systems, Inc., Thompson Awning Company and Advanced Awning and Design. Mr. Bagg recommends the proposal from Thompson Awning Company with the upgrade option, which comes with an eight year warranty for a total of \$5,300.

On MOTION by Mr. Clark seconded by Ms. Murphy with all in favor the proposal from Thompson Awning Company in the amount of \$4,950 with the eight year warranty upgrade option in the amount of \$350 was approved.

- Mr. Bagg reviewed three proposals submitted for re-strapping the Amenity Center pool furniture. Pool & Patio Shop revised their proposal to provide more detail as requested by the Board at the December 16, 2008 meeting. Staff recommends approving the proposal submitted by Pool & Patio Shop at a cost of \$4,428.

On MOTION by Ms. Polseno seconded by Mr. Clark with all in favor the proposal from Pool & Patio Shop to re-strap the pool furniture at the Amenity Center for a total cost of \$4,428 was approved.

**B. Recreation**

Ms. Alfano reported the following:

- There was a car accident at the entrance located across from Margaret's Walk on Town Center Boulevard and Highway 17 on January 11, 2009. Damage to CDD landscaping was included in the police report. The landscaping damages total an estimated \$2,300, which will be reimbursed by the driver's insurance company.

- The Board was presented with a proposal to add a check-in office at the Amenity Center. The concept for this office is so the lifeguards can have a computer to accurately check-in residents and make sure their cards are valid. If the Board approves the check-in office, the proposal will be brought before the Architectural Review Committee for their input. The project will take four to six weeks to complete.

On MOTION by Ms. Murphy seconded by Mr. Clark with all in favor the Board authorized staff to proceed with the check-in office project at the amenity center at a cost not to exceed \$14,000 after review by the Architectural Review Committee and the Chairman was authorized to approve the final project.

- Dreux Isaac & Associates, Inc. submitted a proposal to update the original reserve study from 2004 at a total cost of \$4,400. Ms. Eggleton Davis noted the name of the property needs to be changed to reflect Fleming Island Plantation CDD.

On MOTION by Mr. Clark seconded by Ms. Polseno with all in favor the proposal from Dreux Isaac & Associates to update the District's reserve study at a cost of \$4,400 was approved pending the attorney's review and correction of language on the agreement.

- The Clay County Supervisor of Elections office is requesting a signed lease agreement in the event a special election is necessary in 2009. Mr. Walters noted some of the language needs to be changed as the agreement references the Fleming Island Plantation Amenity Center as landlord instead of Fleming Island Plantation CDD.

On MOTION by Mr. Clark seconded by Ms. Polseno with all in favor the leasing agreement with the Clay County Supervisor of Elections was approved with the revisions discussed by District counsel.

- The following proposed changes to the pool were recommended for the 2009 swim season:
  - Currently a resident must be 18 years or older to bring a guest to either one of the pool facilities. Staff recommends changing the age to 16 years of age.

- Staff would like to allow residents' grandchildren to use the pool facilities without a Splash Pass punch.
- Food and beverages are not allowed in the Splash Park with the exception of water. Staff is requesting the rule clarify it must be in a clear container due to the fact some residents are bringing in other beverages; both alcoholic and non-alcoholic.
- Staff recommends cutting the Splash Park hours due to the fact the water is much cooler than the other pools, the number of people who use the pool when it is cool and the costs involved in running the pool. This would save the District approximately \$3,000.
- Because the proposed changes do not affect the rates and fees, the rulemaking process is not necessary. The Board directed staff to present the proposed changes to the NAC for feedback.
- The following proposed changes to the snack bar were recommended for the 2009 swim season:
  - The Golf Course of Fleming Island will not be running the snack bar in the upcoming swim season.
  - Ms. McCowan, the former owner of The Piece of Cake Café, submitted a proposal to run the snack bar, which includes ideas for family dinner nights. She also submitted ideas for events such as birthday parties, bridal showers and baby showers.
  - The Board requested a list of prices for the menu. Ms. Christofoli suggested the prices be as low as possible due to the current economic situation.

<p>On MOTION by Mr. Clark seconded by Ms. Murphy with all in favor the Board authorized District staff and counsel to continue negotiations with Ms. McCowan regarding the snack bar lease to bring back before the Board at the February meeting.</p>
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- The Board was provided with a copy of the newsletter notice delivered to all residents. An email address is being set up, [fipliving@bellsouth.net](mailto:fipliving@bellsouth.net), for residents

who are interested in submitting articles for the newsletter. Staff is compiling a list of ideas to encourage residents to contribute.

- Staff is holding an advertising meeting on February 5, 2009 at 10:30 a.m. at the Splash Park. Flyers were circulated inviting local businesses to the meeting to inform them of advertising opportunities in the newsletter and in the new resident packets.
- Mr. Walters reviewed the publication policy prior to it being printed on page two of the February 2009 newsletter.

### **THIRD ORDER OF BUSINESS**

### **Manager's Report (Continued)**

Ms. Eggleton Davis discussed the following:

- The River Hills Reserve HOA submitted a request for approval to plant trees on CDD property along River Hills Drive by the tennis courts and pond. The request was received today.
  - Mr. Cella questioned if this will make it more difficult for Austin Outdoors to maintain this area and if so, how much more will it cost the District.
  - Mr. Cella requested clarification on liability and responsibility for maintenance of these trees once they are planted on CDD property. The letter states, "The River Hills Reserve Board and Village accepts full responsibility for all cost of purchasing and installing the trees and will either gift the planted trees to the Fleming Island Plantation CDD or assume full responsibility for the maintenance and replacement of the trees should replacement become necessary as the CDD Board would decide."
  - Ms. Eggleton Davis noted if the Board approves this and wants the River Hills Reserve HOA to be responsible in its entirety as well as for any increase in landscaping costs, it can be required in the Board's response.
  - Mr. Walters stated the best way for them to install and maintain the trees is for the District to grant them an easement for the installation and a revocable easement for maintenance.
  - Mr. Cella would like Austin Outdoor's opinion on the trees being proposed as well as any additional costs to the District associated with the planting of these trees.

- The Board directed staff to notify the River Hills Reserve HOA that their request was received, it is being looked into and the CDD will respond with a decision as soon as it has sufficient information.

**FIFTH ORDER OF BUSINESS**

**Staff Reports (Continued)**

**C. Neighborhood Advisory Council**

Mr. Wiggins reported the NAC wants to become more involved in the community through the CDD and the HOA. Mr. Machala is going to set up a meeting with Mr. Cella to discuss ways in which the two bodies can work together. He will do the same with the HOA.

**SIXTH ORDER OF BUSINESS**

**Old Business/ New Business**

Mr. Clark requested an update on the purchase of a new computer for the cable television channel. Ms. Alfano reported she expects to have it within the next two weeks.

**SEVENTH ORDER OF BUSINESS**

**Supervisors' Requests**

There not being any, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Audience Comments**

Mr. Reese, Sr. thanked the Board for approving the agreement with the Clay County Supervisor of Elections to retain the Amenity Center as a voting precinct. He also notified the Board of errors being made by a pond company on Military Drive. Mr. Cella stated he looked at the area today and believes it has been taken care of.

**NINTH ORDER OF BUSINESS**

**Acceptance of December Financials and Approval of Check Register**

The Board briefly reviewed the financials and check register.

On MOTION by Mr. Clark seconded by Ms. Murphy with all in favor the December financials and check register were approved.
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**TENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Mr. Clark seconded by Ms. Murphy with all in favor the meeting was adjourned.

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Janice Eggleton Davis  
Secretary

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Mike Cella  
Chairman

**MEETING NOTES:**

- **NAC**
  - Report back to the Board with recommendation on security services.
  - Report back to the Board with recommendation on proposed changes to pool for the 2009 swim season.
  
- **AGENDA**
  - Update on negotiations for snack bar lease.
  - Update on request from River Hills HOA to plant trees on CDD property.