

**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, April 22, 2014 at 6:00 p.m. at the Splash Park, 1510 Calming Water Drive, Fleming Island, Florida.

Present and constituting a quorum were:

Mike Cella	Chairman
Eugene Clark	Vice Chairman
Betty Murphy	Assistant Secretary
Rick Nelson	Assistant Secretary
James A. Wiggins	Assistant Secretary

Also present were:

Janice Eggleton Davis	District Manager
Jason Walters, Esq.	District Attorney
Ryan Stilwell, PE	District Engineer (Via Telephone)
Margaret Alfano	Parks and Recreation Manager
Russell Bagg	Maintenance Manager
Blake Dougherty	Austin Outdoor
David Cottrell	Aquatic Systems
Several Residents	

The following is a summary of the discussions and actions taken at the April 22, 2014 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
March 25, 2014 Meeting**

Mr. Cella stated each Board member received a copy of the minutes of the March 25, 2014 meeting. He requested any corrections, additions or deletions.

There not being any,

On MOTION by Mr. Clark seconded by Mr. Wiggins with all in favor the minutes of the March 25, 2014 meeting were approved.

THIRD ORDER OF BUSINESS

Audience Comments

The following comments were made:

- Mr. Roger Helm expressed concern over the condition of the pond in Margaret’s Walk. It was in acceptable condition for five to six months after it was surface skimmed, but now is back to poor condition. Pictures were provided to the Board and are attached hereto and made a part of the public record.
- Mr. Steve Ellis discussed maintenance and conditions of the tennis courts. He clarified the tennis community thinks Mr. Bagg is trying to do a good job. He questioned the terms of the contract with Severn Trent Services and the level of support being provided to Mr. Bagg. Mr. Cella explained if staff feels they need more support, the Board will address it. He further explained the contract with Severn Trent Services is for them to provide a scope of services. They determine the manpower to get the work done under the auspices of the Board.
- Mr. Allen Foley stated he has noticed improvements in the tennis courts and hopes the Board will keep an open mind on future improvements.
 - The white wall at Court 1 needs to be painted. He suggested painting it green or charcoal to match the windscreen.
 - Windscreens need to be put back.
 - Use of bigger gates and possible installation of smaller gates in the future.
 - Courts 3, 4 and 5 only have four benches. He suggested moving the benches on Court 1 to Courts 3, 4 and 5.
- Mr. Adel Casebi asked about Supervisor term limits. Mr. Walters explained Supervisors serve four-year terms and can be reelected without any limits.

FOURTH ORDER OF BUSINESS

Attorney’s Report

Mr. Walters discussed the following:

- He reviewed draft evaluation criteria for landscape maintenance services RFPs. It assigns 15 points for personnel, 25 points for experience, 30 points for understanding of scope of work and 30 points total for price. This contract falls within the threshold of required bidding every four years.

On MOTION by Mr. Clark seconded by Ms. Murphy with all n favor the evaluation criteria for landscape maintenance services was approved as presented.

- There was Board consensus to evaluate proposals as a full Board instead of having a committee.
- He has not received responses from John’s Landing. Lots were sold without easements being in place. He is discontinuing pursuit of easements and the buffer will need to be maintained by their HOA. This will be communicated to the Master HOA.
- He discussed the Village Square signage request and a commercial property owner who is not pleased with parking for District events. The suggestion was made to negotiate installation of signs with an easement agreement for parking.

On MOTION by Mr. Wiggins seconded by Mr. Clark with all in favor staff was authorized to negotiate an easement agreement with the current landowner for access to commercial parking and to install signs at a cost not to exceed \$10,000.

FIFTH ORDER OF BUSINESS

Engineer’s Report

There being no report, the next item followed.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Maintenance

Mr. Bagg reported the following:

- The observation deck on Fleming Plantation Boulevard is complete. Work at the Margaret’s Walk dock will begin within the next two weeks. The Margaret’s Walk HOA will be notified of dates of repairs.
- There are line-of-sight issues with John’s Landing and 50 feet of azaleas in the median on the south side need to be removed.
- The umpire stand on Court 1 was removed. There was discussion regarding tennis complaints.
- There have been several instances of vandalism since the end of March adding up to over \$5,000. Police reports have been filed.

- Two residents, who are biologists, are requesting permission to trap a species of alligator snapping turtles found near the District's pond. They are volunteers for the Florida Fish and Wildlife Conservation Commission.

On MOTION by Mr. Nelson seconded by Mr. Clark with all in favor biologists were authorized to access the District's pond for the purpose of studying turtles.

- Mr. Cottrell provided an update on the condition of Pond 40 in Margaret's Walk and attempts made to treat it. There are three options to improve the condition of the pond.
 - Skimming the pond again. This costs \$187.
 - Aeration.
 - Change orientation of outfall.
- Mr. Stilwell suggests skimming as needed.

On MOTION by Ms. Murphy seconded by Mr. Clark with all in favor skimming of Pond 40 as needed at a cost not to exceed \$400 was approved.

- Mr. Bagg was directed to obtain pricing for an aerating system.
- Mr. Dougherty provided a landscaping update.

B. Recreation

Ms. Alfano reported the following:

- She provided an update on Spring Break events.
- A Hard Rock Casino trip is scheduled for June 21, 2014 and a Casino Cruise is scheduled for July 19, 2014.
- Preparations are underway for the Memorial Day Parade.
- Several events are being scheduled for the summer.
- Summer concert plans are on hold until parking issues for the gazebo are resolved.
- Pictures were distributed of the Easter event.
- The new telephone vendor is waiting on an inspection and then the new system should be running.

- Mr. Clark asked about the request to post a sign with reminders against health and safety risks at the tennis courts. Ms. Davis explained after further review with District counsel, it was determined to be a liability.
- Mr. Nelson asked for a status update on officers checking identifications. Ms. Alfano reported she met with the Sheriff’s Department two weeks ago. The off-duty officers are checking for resident cards.

SEVENTH ORDER OF BUSINESS

Manager’s Report

A. Acceptance of Financial Audit for Fiscal Year 2013

Ms. Davis reviewed the financial audit and indicated it is a clean audit.

On MOTION by Ms. Murphy seconded by Mr. Clark with all in favor the financial audit for Fiscal Year 2013 was accepted.

B. Report on Number of Registered Voters – 4,559

This item is for informational purposes only.

Ms. Davis also distributed an updated assessment collection sheet and indicated 96.76% of assessments have been collected.

EIGHTH ORDER OF BUSINESS

Old Business/New Business

There not being any, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors’ Requests

There not being any, the next item followed.

TENTH ORDER OF BUSINESS

Acceptance of March Financials and Approval of Check Register

The Board reviewed the financials.

On MOTION by Mr. Clark seconded by Mr. Wiggins with all in favor the financials were approved.

ELEVENTH ORDER OF BUSINESS

Adjournment

There being no further business,

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



Janice Eggleton Davis
Secretary



Mike Cella
Chairman