

**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, May 25, 2010 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
Don Christofoli	Assistant Secretary
Betty Murphy	Assistant Secretary
James A. Wiggins	Assistant Secretary

Also present were:

Janice Eggleton Davis	District Manager
Jason Walters	District Attorney (Via Telephone)
Margaret Alfano	Parks and Recreation Manager
Russell Bagg	Maintenance Manager

*The following is a summary of the minutes and actions taken at the May 25, 2010 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  
April 27, 2010 Meeting**

Mr. Cella stated each Board member received a copy of the minutes of the April 27, 2010 meeting and requested any corrections, additions or deletions.

One change was made on page one of the minutes where Mr. Troy Albers' name was misspelled and Mr. Jim Proctor was added as the representative from Tree Amigos.

On MOTION by Ms. Murphy seconded by Mr. Wiggins with all in favor the minutes of the April 27, 2010 meeting were approved as amended.
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**THIRD ORDER OF BUSINESS**

**Manager's Report**

**A. Report on Number of Registered Voters**

Ms. Davis reported that as of April 27, 2010 there are 3,853 registered voters within the District. There were 3,829 as of April 15, 2010.

**B. Proposed Budget for Fiscal Year 2011 and Resolution 2010-3 Approving the Budget and Setting the Public Hearing**

The following was discussed:

- Ms. Davis explained the budget approved today is the budget that will be sent to the county prior to June 15, 2010. This budget will set a high watermark for what the assessments will be. The Board will have a couple of months before the public hearing is held to adopt a final budget for Fiscal Year 2011. Revisions can be made between now and then; however, changes can only be made that will decrease the assessments or keep them at the same level. If there is an increase in assessments, the District is required to mail out notices to the residents notifying them of the budget as well as the date and time of the public hearing.
- The budget included in the agenda packages has actual figures through April 2010 and projections for May through September 2010.
- Severn Trent Services did not increase their fees this year. This can be noted under *Administrative Professional Services – Management Consulting Services, Parks and Recreation-General Professional Services – Field Management*, as well as *Community Center-Professional Services – Field Management*.
- *Special Assessment – Discounts* is based on four percent of what the assessments on the roll will be.
- A new line item was inserted under *Administrative* called *Professional Services – Property Appraiser* in the amount of \$1,000. The statute allows the property appraiser to collect two percent as well as the tax collector. The tax collector always takes their two percent. The property appraiser has never assessed the District the maximum. The maximum was only budgeted under the debt service portion this year. This helps the District save approximately \$45,000.
- The insurance carrier has not provided solid figures yet, but they will likely provide them in June or July; however, the budget has allowed for a 10% increase from what

the actual insurance figure was this year, but it is still lower than what was budgeted in fiscal year 2010.

- The Field budgeted amount accounts for the landscape contract change and allows for some replacement as well as irrigation repairs, which are not included in the lump sum total of the contract.
- Ms. Murphy noted *R&M – Common Area* has been raised by \$10,000 and in addition to that there is a new line item named *R&M – General* with \$12,000 budgeted. Both of these line items have the same explanation in the budget narrative. Mr. Bagg explained the \$12,000 has been added because staff anticipates changing the lighting at the entrances. Ms. Alfano noted the money budgeted under *R&M – General* came from the *R&M – Gazebo* line item where \$14,500 was budgeted for fiscal year 2010 and only \$1,500 is budgeted this year. This is due to the fact that general maintenance items were being taken out of the *R&M – Gazebo* line item.
- Ms. Murphy noted *R&M – Irrigation* is doubled from Fiscal Year 2010. Ms. Davis noted a total of \$18,224 is projected by the end of Fiscal Year 2010 and \$16,000 is being budgeted. Mr. Cella stated it does not necessarily mean the projected total is going to be spent because it is based on the repairs already done in the beginning of the fiscal year.
- Mr. Cella asked why there is a total increase of approximately \$13,000 for the projected actuals between *Contracts – Security Services* under *Parks and Recreation - General* and *Community Center*. Ms. Davis stated the accountant did a straight line. Ms. Davis will explain to her that the Splash Park has not been open so she cannot make projections based on what was spent from October through April.
- Mr. Wiggins asked if the narrative on page 15 for *Community Center (Splash Park)* also included the Amenity Center. Ms. Davis responded it does not. The Amenity Center is under the *Parks and Recreation* part.
- Ms. Murphy noted that although she is asking about the line items that are higher, she is aware of the line items which are considerably lower.
- Staff has worked with Mr. Clark to lower the budget and decrease the assessments. Ms. Davis suggested the Board may want to consider keeping the assessments the

same or increasing them a bit above what is here in order to put funds aside for items in the reserve study.

- Mr. Cella asked about the landscaping line item. He wanted to know historically what the difference was between the contracted amount and the plant material amount. Ms. Alfano confirmed the difference has been approximately \$50,000. Mr. Cella requested what is spent above the contract be placed in a separate line item. The budget will be changed to reflect one line item for the contracted amount with Austin Outdoors and one line item for R&M Landscaping.
- Mr. Clark felt the budget is realistic and does not feel it is necessary to increase the assessments. It also shows residents that the Board is trying to keep it as low as possible due to the economic situation. Ms. Murphy does not think it should be lowered any further.
- There is no need to send out mailed notices with the budget as it has been presented.

On MOTION by Mr. Wiggins seconded by Mr. Clark with all in favor Resolution 2010-3, approving the proposed budget for Fiscal Year 2011 and setting the public hearing for August 24, 2010 at 6:00 p.m. at the Splash Park, was adopted.

**C. Correspondence from Clay County**

The county responded negatively to a letter sent by the District requesting they look into repairing county roads located within the District. There was Board consensus to respond to the letter stating the Board was not looking for special treatment or road resurfacing, but was just requesting the roads in question be repaired. Mr. Cella suggested the letter request a personal meeting. The letter will be addressed to Mr. Behring as well as Mr. Davis and will copy all the Clay County Commissioners.

**FOURTH ORDER OF BUSINESS**

**Attorney's Report**

Mr. Walters discussed the following:

- The notice of award was sent out for the landscape contract.
- A letter was received by the attorney for Nanak's Landscaping stating their intent to protest. A subsequent notice was received stating they were withdrawing the bid protest.
- Mr. Walters thanked the Board for their hard work on the landscape bid process.

- Mr. Wiggins asked if the letters suspending the adolescents caught using illegal substances on District property were sent out. Ms. Davis confirmed she received the letter from Mr. Walters on Thursday and they were sent out yesterday. A copy has been provided to Mr. Cella.
- Ms. Davis also stated she sent out the letter regarding reimbursement for the fish kill damages.
- Mr. Wiggins asked for an update on the situation pertaining to Lake Ridge North and Lake Ridge South. Mr. Walters stated it is still a work in progress.

**FIFTH ORDER OF BUSINESS**

**Engineer's Report**

There not being any, the next item followed.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Maintenance**

Mr. Bagg reviewed his report and the following was discussed:

- He is still working with S.A. Robinson Construction Company to have the trusses repaired. It is a work in progress.
- The River Hills Reserve retention pond's water level remains too high to evaluate.
- The Astro Drive computer for the Splash Park motor needs to be replaced. It was replaced last year after being hit by lightning. A technician from Compac Filtration came out today to evaluate what happened. He found a broken valve that likely caused the computer to get wet and burnt out. It will cost \$1,800 to \$2,000 to replace. They also have a new system available, which is more effective and energy efficient. An approximate amount of \$4,165 can be saved annually on electricity. The cost for this new system is \$3,700. It comes with a one year warranty; however damage caused by water is not covered. Mr. Bagg recommends surrounding the system with a weatherproof box, which is included in the \$3,700 figure. This can be purchased or leased. The leasing program is two or three years and it is covered for those years. It will cost more to lease than to purchase. They also have a maintenance program you can pay monthly for if you purchase the system.

On MOTION by Mr. Christofoli seconded by Ms. Murphy with all in favor the Board approved the purchase of the Accupump System.

- Mr. Bagg will find more information on the cost of a maintenance program for the new system.
- There are a few drainage issues with the ponds. In July of last year there were issues with Pond #25. A resident at 2321 Links Drive expressed concern after the ditch behind their home was topped off after receiving four inches of rain. Mr. Bagg immediately checked out the pond, weir and pipe. Everything is running correctly. He does not understand why the ditch backed up. The ditch does not belong to the CDD. It belongs to the golf course. On the other end of the pond where the weir drains out into the preserve, there is a retention wall which had a great deal of erosion. Mr. Bagg is looking into getting at least three proposals to have the wall repaired. Ms. Davis recommended the engineer become involved with this issue.
- Ms. Alfano received a letter from homeowners in The Woodlands who live on Roseberry Court. They are concerned about the area behind their home. Staff will do research to see if this area is the responsibility of the CDD.

On MOTION by Mr. Christofoli seconded by Mr. Clark with all in favor the Board authorized staff to engage the District engineer to look into issues with the wall erosion.

**B. Recreation**

Ms. Alfano reviewed her report and the following was discussed:

- Information on the election has been posted on the District website. There will also be an article in the June newsletter advising the residents of the election.
- She is still working on the cable channel for the District.
- An organization called Kids Against Hunger needed a venue to feed people affected by the floods in Tennessee. Everything was rented out; however, staff was able to accommodate them in the lobby by clearing everything out.
- The Clay County Sheriff's website has a predator alert, which goes out based on a two mile radius of your home. A predator was reported as being in The Links. He listed the address as a temporary residence. He owns the house, but has not lived here for many years. Mr. Walters and Ms. Alfano are doing research because they are concerned about the fact he has an amenity card and access to the pools. The Clay

County Special Victims Unit tried everything to block this individual from accessing the county. The Pinellas County Judge overrode that and granted a variance to allow this individual to enter into the county. The individual's parole officer is going to ask him to voluntarily surrender his amenity card as it is not in his best interest. Ms. Murphy feels a policy should be put in place to be able to revoke access to the amenities in case this issue comes up again. Mr. Walters will look into this issue and the possibility of setting a policy.

- A resident is requesting the use of a tennis court for a wedding on October 10, 2010 at 3:00 p.m. They would like to have the ceremony at the court and the reception will be at the Golf Clubhouse. The ceremony on the court would only include the bride, groom, bridal party and person performing the ceremony. The guests would be seated on the concrete bleachers located on the side of the courts. They are willing to pay for rental of the tennis court, use of electricity and pay a deposit for any potential damages incurred. They will also be required to have police officers at the ceremony. There was Board consensus to allow the wedding ceremony at the tennis court.
- Mr. Wiggins requested kids in Fleming Island Plantation be made aware of Kids Against Hunger so they can get community service hours. Ms. Alfano stated it will be included in the next newsletter.

## **SEVENTH ORDER OF BUSINESS**

### **Old Business/New Business**

The following was discussed:

- Ms. Davis looked on the Florida Association of Special Districts' website. The cost to become a member of the Florida Association of Special Districts is based on the District's operating budget. There is a regular fee of \$3,500 per year. It starts at \$1,750 for a new member. The first year you renew it costs \$2,625 and then the regular fee becomes \$3,500 per year. They have annual conferences. It costs \$400 for a non-member to attend. They have certification program for certified district officials where they give 32 hours of classes and it is offered to any of the elected officials of the District. The certification is good for three years and you must build up continuing education credits throughout the three years to retain certification.
- Mr. Cella asked for an update on the VIPS program. Mr. Wiggins reported there are currently 10 VIPS members for the community. Mr. Reese, Sr. is the community

representative. Members have access to golf carts and those who pass the defensive driving test can also use the VIPS vehicles. The Board requested Mr. Reese, Sr. make the schedule available to staff.

- Ms. Alfano updated the Board on the July 2, 2010 event.

**EIGHTH ORDER OF BUSINESS**

**Supervisors' Requests**

There was a brief discussion on problems accessing the website as well as dining events at the Golf Clubhouse.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

There not being any, the next item followed.

**TENTH ORDER OF BUSINESS**

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

Ms. Davis distributed an updated assessment collection table. The District has collected 93.12% of its assessments. The Board reviewed the financials.

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

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

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

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Janice Eggleton Davis  
Secretary

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Mike Cella  
Chairman