

**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, June 27, 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
James A. Wiggins	Assistant Secretary (Via Telephone)
Michelle Szafranski	Assistant Secretary

Also present were:

Janice Eggleton Davis	District Manager
Jason Walters	District Attorney
Marcia Weeks	Project Manager
Andy Burton	Maintenance
Bob Koncar	Severn Trent
Kyle Kubik	Yellowstone Landscape
Cheyne Solesbee	Yellowstone Landscape
Several Residents	

The following is a summary of the discussions and actions taken at the June 27, 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:

- Ms. Nicole Creel addressed the following:
 - She feels landscaping within the community has declined since she first purchased her home.
 - The light pole next to her house needs to be repaired, and the light poles in her neighborhood [Cypress Glen] are discolored and in poor condition.

- The area at Town Center Boulevard and Highway 17, across from Margaret's Walk, has a layer of sand, slime and is holding water.
- Mr. Steven Leslie addressed a letter he received regarding the temporary suspension of his amenity privileges pending final outcome of the Clay County Sheriff's Office investigation. He stated the investigation has been closed by the State Attorney.
- Ms. Gloria Toolan addressed the use of Yeti cups at the pool and why coolers cannot be brought to tables with umbrellas.
- Ms. Ashly Rivera addressed the following:
 - There is a downed tree behind her property near Highway 17, which needs to be addressed.
 - The playground at the Amenity Center is in poor condition.
 - She questioned the reasoning behind food only being allowed in specific areas at the pools.
 - The area between the back of her property and Highway 17 floods.
- Ms. Brandye Mackey addressed the following:
 - She would like the District to recognize Black History Month.
 - She asked if Food Truck Friday is for residents only or anyone who wants to attend.
 - She reiterated she was previously not allowed to participate as a vendor for Food Truck Friday.
 - The District meeting signs are not being posted where it is visible to everyone.
 - She requested the recordings of the meetings be available to listen to at the Amenity Center.
- Mr. Moe Faroqi addressed the quality of his mailbox and asked if he can replace it with a better quality mailbox. Ms. Szafranski indicated this is an HOA issue.
- Mr. Jeff Granzen stated he loves living in Fleming Island Plantation.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the May 23,
2017 Meeting**

Mr. Clark stated each Board member received a copy of the minutes of the May 23, 2017 meeting and requested any corrections, additions or deletions.

Changes were made and will be incorporated into the amended copy of the minutes.

On MOTION by Mr. Nelson seconded by Ms. Szafranski with all in favor the minutes of the May 23, 2017 meeting were approved.

FOURTH ORDER OF BUSINESS

Hearing to Consider Matters Related to Suspension of Amenity Privileges

Mr. Walters addressed the Board and noted the criminal investigation has been closed with no charges filed against Mr. Leslie.

On MOTION by Ms. Murphy seconded by Mr. Nelson with all in favor amenity privileges to Mr. Steven Leslie were reinstated.

FIFTH ORDER OF BUSINESS

Consideration of Access & Parking Easement Agreement with Village Square I Commercial Holdings

This agreement was previously reviewed and approved by the Board. The property owner for Village Square I Commercial Holdings executed the agreement.

Ms. Murphy noted the last sentence to the last paragraph beginning on page one does not make sense as it states “prevents access to any business other business without consent from the owner of Village Square I, LLC and or its Assigns.”

Ms. Davis stated there is an extra ‘business’ in the sentence, which can be removed.

Mr. Walters confirmed it is a typo.

On MOTION by Ms. Szafranski seconded by Ms. Murphy with all in favor the Access & Parking Easement Agreement was approved as amended to remove the extra ‘business’.

SIXTH ORDER OF BUSINESS

Attorney’s Report

There being no report, the next item followed.

SEVENTH ORDER OF BUSINESS

Engineer’s Report

Mr. Stilwell was not in attendance; however, Ms. Davis distributed a handout he emailed just before the meeting regarding pond bank failure on Pond 19. A copy of the handout is attached hereto and made a part of the public record.

Some piping failed at the outfall structure causing degradation of the District’s bank wall on Pond 19. Due to proximity to the tee boxes, it is recommended they proceed with repairs to prevent further damages. Proposals are expected for the next meeting.

Mr. Walters recommended Mr. Stilwell look into the flooding issue behind Ms. Ashly Rivera's property.

EIGHTH ORDER OF BUSINESS

Landscaping Update

A copy of the monthly landscape report was included in the agenda package.

- Mr. Kubik introduced Mr. Cheyne Solesbee, the branch manager for Yellowstone Landscape, and provided a brief landscaping update.
- Mr. Clark stated he inspected the entire property with Mr. Kubik and Ms. Weeks. Mr. Kubik is in the process of preparing a complete list of what needs to be improved upon. He will bring back a proposal.
- Ms. Murphy requested the proposals be spread apart.
- Mr. Nelson expressed his frustration that Yellowstone Landscape has not been on top of the condition of the landscaping.

NINTH 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 reviewed a breakdown of budget funds expended for maintenance projects completed in May as well as an inventory of tables, chairs and umbrellas.
- Ms. Murphy expressed concern over the amount of money being spent without Board approval.
- Ms. Davis clarified this breakdown is of funds expended prior to the Board requesting all items be approved by them. Going forward staff is providing all information to the Board of what needs to be done, whether it is budgeted and if it is included in the Reserve Study.
- Ms. Murphy also commented that the playground was taken down without Board approval. Ms. Davis explained it had become a safety issue and was taken down for the safety of the children in the community.
- Discussion ensued regarding the condition of the tennis courts and whether they need to be resurfaced.
- There was a ride along with Steve of Pickett Electric to address the light fixture positioning at each entrance. The fixtures at several of the entrances need to be repositioned. The fixtures at John's Landing were repositioned. Mr. Nelson will work

with Ms. Weeks and the electrician on rectifying the positioning of the entrance lights.

i. Consideration of Aquatic Systems Notice of Automatic Renewal

The Aquatic Systems renewal includes about a 1% increase which comes out to an additional \$47 per month.

On MOTION by Ms. Murphy seconded by Ms. Szafranski with all in favor the Aquatic Systems renewal with the \$47 per month increase was approved.

ii. Consideration of Yellowstone Landscape Annual Renewal

The Yellowstone Landscape contract is up for renewal July 31, 2017. A copy of the agreement was distributed and is attached hereto as part of the public record. They are requesting a 1% increase.

On MOTION by Ms. Murphy seconded by Ms. Szafranski with all in favor the Yellowstone Landscape agreement with a 1% increase effective August 1, 2017 was approved.

iii. Amenity Center Playground

Three proposals were provided for playground equipment. The Board reviewed and discussed the proposals. Ms. Murphy and Ms. Szafranski do not feel the swing sets need to be replaced.

On MOTION by Ms. Szafranski by Ms. Murphy with all in favor the proposal from Bliss was approved for the large play structure, spring mounted riders, swinger bouncer, dolphin bouncer, new swings and chains for the current swing structure at a cost not to exceed \$39,000.

iv. Tennis Court Resurfacing

This item was tabled, with staff to seek advice from a consultant.

v. Bulkhead Cap Repair

This item was tabled.

vi. Amenity Center Renovation

Phase two is almost complete. The final step is the granite counter tops.

- Two options were provided by the contractor for the Board to select from. The Board selected Option 2.
- The Board felt the quotes for professional designers/decorators are too high. Ms. Weeks indicated she contacted nine designers/decorators and only three responded.
- Mr. Clark requested a breakdown of actual costs spent to date.
- Ms. Murphy suggested holding off on new furniture. Mr. Nelson disagreed.

On Motion by Mr. Nelson seconded by Ms. Szafranski with Mr. Nelson, Ms. Szafranski, Mr. Clark and Mr. Wiggins voting aye and Ms. Murphy voting nay, hiring a designer at a cost not to exceed \$500 to consult with Ms. Weeks on further renovations was approved.

vii. FIHS Sidewalk Repair

Ms. Weeks contacted eight vendors and only two provided proposals: Suggs Concrete for \$2,700 and Brown Brothers \$3,249.27

On MOTION by Ms. Murphy seconded by Mr. Wiggins with all in favor the proposal from Suggs Concrete was approved.

viii. The Woodlands and Thornhill Parks Benches

Three proposals were submitted and reviewed: Belson Outdoors for \$4,963.97, TreeTop Products for \$3,145.74 and Bliss Products for \$5,543.60.

On MOTION by Mr. Wiggins seconded by Mr. Nelson with all in favor the proposal from TreeTop products for park benches for The Woodlands and Thornhill was approved.

ix. Town Center Boulevard Benches

Three proposals were submitted and reviewed: Belson Outdoors for \$5,574.62, TreeTop Products for \$2,250.29 and Bliss Products for \$5,437.84.

On MOTION by Ms. Murphy seconded by Mr. Wiggins with all in favor this item was tabled until further notice.

Mr. Burton was directed to relocate one of the benches located at the pond between Thornhill and The Woodlands to an area he recommends.

x. Marquee Reader Boards

xi. Community Wayfinding Signage

The Board reviewed the proposals for marquee reader boards and wayfinding signs.

On MOTION by Mr. Nelson seconded by Ms. Murphy with all in favor marquee reader boards and community wayfinding signage proposals were tabled pending more details and clarification.

Ms. Weeks noted final payment to Corrosion Control has been finalized. Out of the \$7,290.50 balance, the District paid \$5,290.

xii. Village Square Fountain

The vendor is still waiting for the part in order to complete the repair of the Village Square Fountain. It is expected to arrive by the end of this week or the beginning of next week. Both pumps need parts replaced. The total cost of repairs is \$6,223.27.

On MOTION by Ms. Murphy seconded by Mr. Nelson with all in favor the proposals to repair the Village Square fountain pumps were approved.

xiii. Other Landscaping

- Emergency landscaping was necessary after an accident on Town Center Boulevard in front of Fleming Island High School. The total cost of the repairs was \$795.
- A large dead Oak Tree located in Margaret’s Walk, which was struck by lightning needs to be removed. Tree Tech, who is normally contacted for emergencies, quoted \$2,000.

The record will reflect Mr. Wiggins left the meeting.

- Mr. Nelson noted stump grinding is not necessary due to the location of the tree.

On MOTION by Mr. Nelson seconded by Ms. Murphy with all in favor the quote from Tree Tech was approved minus stump grinding charges.

- A Cypress Glen resident contacted the District regarding a dead tree located behind her property. It is unclear whether it is located on the resident’s property or the District’s conservation area. There was Board consensus that the resident will have to provide proof the tree is the responsibility of the District.

xiv. Splash Park Sound System

Proposals were provided to replace the audio receiver and one of the outdoor sandstone speakers. Five vendors were contacted, but only two provided proposals: AT Services of North Florida for \$1,577.70 and B&R Installation Services for \$1,773.

On MOTION by Ms. Murphy seconded by Ms. Szafranski with all in favor the proposal from AT Services of North Florida at a total cost of \$1,577.70 was approved.

Ms. Weeks also provided an update on the Highway 17 buffer. Mr. Chad Williams, Clay County Code Enforcement, stated the area was inspected and they do not plan to pursue fines against the resident or the District for the area cleared. A letter will be requested to the District documenting this. The County has stated the other areas of concern are designated as “undisturbed vegetative buffer.” An arborist would have to be hired to inspect and evaluate whether it is a hazard before they would approve any work in the buffer area.

B. Recreation Update

Ms. Weeks reported the following:

- Three quotes were provided to hold a shredding event. The quotes range from \$125 per hour to \$250 per hour with a two hour minimum. No action was taken.
- The Board had no questions regarding the recreation update.
- Only two people expressed interest in the Father/Son Beast Feast; therefore, it was cancelled.

TENTH ORDER OF BUSINESS

Manager’s Report

There being no report, the next item followed.

ELEVENTH ORDER OF BUSINESS

Acceptance of May Financials and Approval of May Check Register and Invoices

The Board reviewed the financials.

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

TWELFTH ORDER OF BUSINESS

Supervisors’ Request

A. Discussion of Use of New Conference Room (Supervisor Murphy)

- Ms. Murphy addressed her concern regarding the conditions of the conference room after the Girl Scout Meetings. Staff was encouraged to enforce deposit forfeitures when applicable. She also discussed the condition of the baseboards. It appears the cleaning company is not cleaning them regularly. She requested the cleaning contract be reviewed.

The following was also discussed:

- Ms. Szafranski asked about the copyright to play music in the Splash Park. Ms. Weeks and Ms. Davis confirmed they did purchase copyrights from BMI and ASCAP.
- Ms. Szafranski asked if staff has looked into the ability for residents to use credit cards or debit cards. Ms. Davis stated Hancock Bank provided a proposal and the fees are high. Details will be provided at the next meeting.
- Ms. Szafranski noted one of the benches at the tennis courts is in poor condition. Ms. Murphy requested all the benches be checked.
- Mr. Nelson asked for an update on the street sign poles. Ms. Davis responded the County has only addressed the ones on Town Center Boulevard and for Village Square Parkway. Once they provide more street name signs, quotes will be obtained to install them and paint the poles.
- Mr. Nelson addressed discussions regarding the Yeti cups in the pool area. Ms. Davis clarified the only thing that changed is that outside food is now allowed at the pools in designated areas.

On MOTION by Mr. Clark seconded Ms. Szafranski with Mr. Clark, Ms. Szafranski and Mr. Nelson voting aye and Ms. Murphy voting nay, all types of non-glass cups will be allowed on the pool deck with water only.
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- Ms. Murphy recalled Pavers Plus had repaired the roundabout twice in the past and the repairs lasted two years. The name of the vendor has changed to City Stone.
- Ms. Davis stated residents of Cypress Glen have complained the curbs along Town Center Boulevard and throughout the community are black. Because they are County roads, the District has not addressed the curbs.

- Mr. Nelson addressed audience comments made earlier. He agrees signs should be put out when there are District meetings. Internet availability to residents at the District's amenities was discussed.
- Mr. Nelson discussed his conversations with several residents on Black History Month Day.
- Ms. Murphy thanked Mr. Koncar for being in attendance.

THIRTEENTH ORDER OF BUSINESS

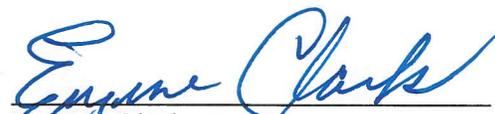
Adjournment

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