

**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, February 28, 2017 at 6:02 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
Michelle Szafranski	Assistant Secretary

Also present were:

Janice Eggleton Davis	District Manager
Jason Walters	District Attorney
Ryan Stilwell, P.E.	District Engineer (Via Telephone)
Annette Brown	Project Manager
Marcia Weeks	Events Coordinator
Chris Tarase	Severn Trent, Vice President
Kyle Kubik	Yellowstone
Several Residents	

The following is a summary of the discussions and actions taken at the February 28, 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

The following comments were made:

- Mr. Ken Snyder addressed the Board regarding pool maintenance at the Amenity Center, repair work for the roof near the fire place and a PA system for the Amenity Center meeting room.
- Mr. Rodney Ashford addressed the Board regarding a revised proposal he submitted with the Mackeys for operating the snack shack concession.

- Mr. Brian Wade addressed the Board and expressed his support for the Mackeys to lease the Snack Shack.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the January 24, 2017 Meeting

Mr. Clark stated each Board member received a copy of the minutes of the January 24, 2017 meeting and requested any corrections, additions or deletions.

There being none,

On MOTION by Ms. Murphy seconded by Ms. Szafranski with all in favor the minutes of the January 24, 2017 meeting were approved.

FOURTH ORDER OF BUSINESS

Consideration of Hearing on Matters Relative to Room Rental Violations Involving Alcohol

Ms. Davis reviewed the violation of the room rental by Ms. Lisa J. Rosenberg due to alcohol being served and consumed. Discussion ensued by the Board regarding the room rental deposit and consideration of any suspension.

On MOTION by Ms. Szafranski seconded by Mr. Nelson with all in favor 50% of the deposit will be returned, facility rental privileges for the household were terminated, and there will be no suspension of other amenity privileges.

FIFTH ORDER OF BUSINESS

Attorney's Report

Mr. Walters reported he will review all forms and policies with respect to rental of amenity facilities. He also distributed the current Capital Conversations newsletter and reviewed pending legislation. A copy of the newsletter is attached hereto and made a part of the public record.

SIXTH ORDER OF BUSINESS

Engineer's Report

Mr. Stilwell reported the Cypress Glen weir project is complete. The as-builts were submitted to the SJRWMD.

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

i. Maintenance Cart Proposals

Four quotes were obtained for the purchase of a new cart and staff recommends the proposal from Scenic Route Motors, Inc. in the amount of \$7,039. It comes with a one-year manufacturer's warranty and has safety features and an extra seat.

On MOTION by Ms. Murphy seconded by Ms. Szafranski with all in favor the purchase of a maintenance cart from Scenic Route Motors, Inc. at a cost not to exceed \$7,100 was approved.
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Ms. Brown also reported the following:

- The torn awning at the tennis courts has been replaced. The company that replaced the awning provided a quote of \$410 for both chair lift covers. There was no objection from the Board to move forward with the purchase of the chair lift covers.
- Mr. Stilwell discussed the pavers at the roundabout. He believes the recurring issues are a result of drainage issues. He will reach out to the County for drainage improvements as it is a County road. Once the drainage issues are resolved, the District can address the pavers. Mr. Clark noted there is a similar issue with the pavers at the main entrance.
- Work on the Covington fence began earlier than expected. Ms. Murphy suggested putting something in the newsletter explaining the District is replacing the fence because it is located on District property.
- The entrance lights at Chatham Village have been repaired by Clay Electric.
- Staff is still obtaining proposals for replacing, refurbishing and/or updating the wayfinding signs throughout the community. In the meantime, they are being washed twice a month with water and bleach. Pressure washing is not recommended.

ii. Proposed 2017 Pool Schedules

The Board reviewed the proposed pool schedules, copies of which were included in the agenda package. There was Board consensus to accept the 2017 pool schedule as presented.

With regard to Mr. Snyder's comment, Ms. Brown noted the coloration at the bottom of the pool is a result of chemicals that were run through the system. It is normal discoloration, which will go away once all treatments have been applied.

Ms. Brown also reported the following:

- The pool chairs were re-strapped and one of the umbrellas was repaired.
- Barrett's Pressure Cleaning is pressure washing the Amenity Center pool deck today and tomorrow. They already completed the Splash Park pool deck.
- Maintenance work to the Thunder Bucket is complete.
- The signs at the Splash Park and Amenity Center pools are being revised to indicate food and non-alcoholic beverages from outside the facility are permitted in designated areas.
- Bliss Products was delayed from starting work on the Splash Pad on February 20, 2017 due to weather conditions; however, this will not affect the estimated completion date.

iv. Slide Structure Steps

Corrosion Control Services, Inc. is almost complete with their work on the slide structure. Additional corrosion was found on some of the steps when they were being taken out. New steps have to be made and butyl tape will be placed to keep the aluminum from touching the steel on the steps. The Chairman's approval of the additional repairs needs to be ratified by the Board.

On MOTION by Ms. Murphy seconded by Ms. Szafranski with all in favor expenses not to exceed \$1,450 for additional repairs to the slide structure steps were ratified.

A spreadsheet was provided to the Board detailing the items for refurbishing at the Amenity Center based on the amounts set aside by the Reserve Study. The Board requested estimates for a PA system for the meeting room.

On MOTION by Mr. Nelson seconded by Ms. Murphy with all in favor refurbishing of the Amenity Center by Cross Timbers at a cost not to exceed \$60,000 was approved contingent upon the Board seeing the proposed décor.

iii. Snack Bar Vendor Proposals

Three proposals were submitted and included in the agenda package: Knuckle Sandwiches, Mackey's Munchies and Queens Way Soul Café. On Sunday night, staff received an email from the Ashfords, who had submitted the Queens Way Soul Café proposal. They stated they were now proposing a joint venture with the Mackeys to operate the Splash Park concession as Queen B's Café with a revised menu. On Monday morning, staff received an email from the Mackeys stating much the same thing and indicating they were removing their proposal. Copies of the emails and attachments were distributed to the Board and are attached hereto and made a part of the public record.

The Board discussed the proposals submitted.

On MOTION by Mr. Wiggins seconded by Ms. Murphy with Mr. Wiggins, Ms. Murphy, Ms. Szafranski and Mr. Clark voting aye and Mr. Nelson voting nay the lease agreement with Knuckle Sandwiches was renewed.

Ms. Murphy noted the contract has a clause stating the lease agreement can be terminated at any time.

B. Recreation Update

A copy of the recreation report was distributed, a copy of which is attached hereto and made a part of the public record.

- The Book Club met in January to discuss *Girl on a Train* and enjoyed a baked potato bar with chili.
- The February Food Truck Friday was a huge success with even more people in attendance.
- The Daddy/Daughter Date Night was held on February 4, 2017. Pictures of the event were distributed.
- The Valentines singles Soiree was cancelled due to lack of interest.
- The Mardi Gras Event held on February 18, 2017 was a huge success.
- Upcoming events include:
 - Food Truck Friday on March 3, 2017. Movies in the Park will coincide with this event and the feature presentation will be *Trolls*.

- Spring Break events will be held every day from Monday, March 20, 2017 through Friday, March 24, 2017 from 11:00 a.m. to 1:00 p.m.
- The next book club meeting is scheduled for March 30, 2017 at 11:00 a.m. at the Amenity Center and will be followed with a trip to Downton Jacksonville for lunch at Tidbits and a River Taxi cruise of the St. Johns River.
- Mr. Kubik provided a brief landscaping update.

EIGHTH ORDER OF BUSINESS

Manager’s Report

- **Consideration of Lease Agreement with Clay County Supervisor of Elections**

Ms. Davis reviewed the five-year lease agreement with the Clay County Supervisor of Elections to use the Splash Park as a polling place.

On MOTION by Ms. Murphy seconded by Mr. Nelson with all in favor the lease agreement with the Clay County Supervisor of Elections was approved.

Ms. Davis introduced Mr. Chris Tarase, the Vice President of Severn Trent, Management Services Division.

NINTH ORDER OF BUSINESS

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

There being no questions or comments,

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

TENTH ORDER OF BUSINESS

Old Business/ New Business

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors’ Request

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

Adjournment

There being no further business,

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



Janice Eggleton Davis
Secretary



Eugene Clark
Chairman