

**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 25, 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
Michelle Szafranski	Assistant Secretary

Also present were:

Janice Eggleton Davis	District Manager
Jason Walters	District Attorney
Ryan Stilwell	District Engineer (Via Telephone)
Marcia Weeks	Project Manager
Andy Burton	Maintenance
Kyle Kubik	Yellowstone Landscape
Several Residents	

The following is a summary of the discussions and actions taken at the April 25, 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)

Mr. Walters updated the Board on a public records request from Ms. Brandye Mackey, which was responded to. She also notified him that she has engaged an attorney and has threatened litigation against the District. Mr. Walters requested the Board not respond to any comments made by Ms. Mackey. Any further communication should be made between her counsel and him.

The following comments were made:

- Mr. Jeff Granzen thanked the Board and staff for addressing and resolving his concerns from the last meeting. He noted a few more items needing to be addressed:
 - There is mold near the tennis courts as you drive out.
 - The light posts near the pool area need to be painted.
 - He requested the curbing near the pool area be painted so it is more visible.
 - He requested more benches off the side walk on Town Center Boulevard.
 - People are changing their babies on the pool tables and it should not be allowed.
- Mr. Ken Snyder commented on the pool area and the improvements he has noticed.
- Ms. Mackey addressed the Board and stated she has not obtained legal counsel yet. She addressed the following concerns:
 - Food truck signage is being posted 100 to 200 yards close to the high school where it may affect local businesses.
 - She readdressed her business being scheduled for Food Truck Friday and then being cancelled.
 - She requested Wi-Fi in the meeting room so the public can record and broadcast the meeting live.
 - She read a written comment that she said was from Ms. Monica Wilson on June 27, 2016 complaining about the current vendor at the Snack Shack.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the March 28, 2017 Meeting

Mr. Clark stated each Board member received a copy of the minutes of the March 28, 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 March 28, 2017 meeting were approved as amended.
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FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2017-6,
Treasury Services Authorization**

Ms. Davis reviewed Resolution 2017-6. Hancock Bank requires an additional resolution be adopted for treasury services. Mr. Walters will be making some edits to the resolution.

On MOTION by Ms. Murphy seconded by Ms. Szafranski with all in favor Resolution 2017-6, authorizing treasury services, was adopted in substantial form.

FIFTH ORDER OF BUSINESS

Attorney's Report

Mr. Walters distributed and reviewed an updated newsletter on the current legislative season, a copy of which is attached hereto and made a part of the public record.

SIXTH ORDER OF BUSINESS

Engineer's Report

Mr. Stilwell reported the following:

- There was some erosion near the new Cypress Glen weir after the recent rain event. The Contractor was contacted and they corrected the erosion as well as re-sodded the area.
- He continues to follow up with Mr. Thomas at Clay County regarding the roundabout pavers, but has not received an update on the drainage issue. He will continue to follow up with the County.
- Mr. Clark asked about the burst pipe behind The Woodlands. Mr. Stilwell will follow up with Mr. Thomas at the County about this as well.
- Mr. Kubik provided a landscaping update. Mr. Nelson discussed the tree near The Woodlands that was knocked down during the storm.

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

Ms. Weeks reported the following:

- All the areas of concern regarding the Amenity Center pool discussed at the last meeting were addressed.
- The roller stand holding the pool rope lane lines is being replaced due to wear and tear.

- Replacement tops have been ordered for several of the fiberglass table tops at the Amenity Center pool area. The Board requested items like these indicate the actual cost and whether it is part of the Reserve Study.
- New lifeguard umbrellas were ordered and replaced for both pools.
- The new surface at the Splash Pad has been a success. A few minor issues with leftover glue were addressed.
- The first Amenity Center pool maintenance day was scheduled for April 13, 2017. The iron discoloration at the bottom of the pool was addressed and treated with acid cleaner.
- Mr. Mike Rowe of Tree Tech provided a quote for the removal and trimming of the trees behind the Amenity Center pool. They will be out to perform the work on the next scheduled maintenance day of May 5, 2017.
- Howard Construction repaired the fireplace chimney at the Amenity Center Pavilion.
- The bolt hazard discussed at the last meeting was addressed on March 29, 2017.
- There were several hazardous areas on the Amenity Center playground equipment. Bliss Products removed the hazardous sections of the playground. Pictures were distributed and are attached hereto as part of the public record. Quotes are being obtained for new equipment.
- The Amenity Center building exterior was pressure washed on April 17, 2017 by Barrett's Pressure Cleaning.
- Three table umbrellas were ordered to replace damaged ones at the Splash Park.
- Per District Counsel's direction, Corrosion Control is in the process of being paid 75% of what is owed to them for their services on the slide structure. Staff is working closely with District Counsel on refiguring the additional costs and losses incurred when Corrosion Control walked off the job without completing the project.
- Pickett Electric will complete the entrance lighting at one time to minimize costs. The Board requested this project be put on hold and to see the quote from Pickett Electric as well as an additional two quotes. Subsequently it was determined to get the quotes from Pickett Electric on the difference in price for installing all at once as compared to doing two entrances at a time, but no other quotes needed.
- The Village Square Fountain is in the process of being repaired.

- Proposals are being obtained for the purchase of the two new marquis signs. Ms. Murphy requested staff look into permitting requirements.
- Staff is in the process of installing clay at the tennis courts.
- A new reserve study will be performed for 2017/2018. Dreux Isaac & Associates will be on site the week of July 10, 2017.
- There was a water pipe breakage in front of Fleming Island High School. It was determined the pipe was a CDD irrigation pipe. Yellowstone Landscape repaired the pipe and backfilled the area. The County feels the CDD is responsible for repairing the sidewalk. It was explained to them the CDD pipes are never placed under sidewalks and the CDD would not have disturbed the sidewalks to repair the pipe; therefore, we believe the County is responsible for tearing up the sidewalks. There has been no response yet from the County on this issue. Mr. Stilwell will follow up with the County.
- Demolition of Phase 1 of the Amenity Center renovations began on schedule. Phase 1 is expected to be completed by the end of next week.

B. Recreation Update

Ms. Weeks reported the following:

- The Book Club met on March 30, 2017 to discuss *Boys in the Boat* followed by lunch at Tidbits as well as a cruise down St. Johns River.
- April's Food Truck Friday was held on April 7, 2017. Attendance was lower than the previous months due to the Clay County Fair going on the same time. There was still a great turnout of about 175 people.
- The Plantation 50's event was held on April 1, 2017 and was a success.
- The annual 'Egg' Stravaganza was held on April 15, 2017 and was also a success.
- The next Book Club meeting is scheduled for April 27, 2017. The book to be discussed is *All the Missing Girls*.
- The next Food Truck Friday is scheduled for May 5, 2017.
- The Plantation Community Yard Sale is scheduled for Saturday, May 6, 2017 from 9:00 a.m. to 4:00 p.m.

- A Mother/Daughter Brunch is scheduled for May 13, 2017 at the Island Life Grill. RSVP is required as well as \$5 per person fee and \$2 per every child 10 and under.
- The May Book Club meeting will be discussing *The Whip*.
- The annual Memorial Day Parade Celebration is scheduled for Saturday, May 27, 2017. The parade will now begin at the Thunderbolt Elementary School parking lot.

EIGHTH ORDER OF BUSINESS

Manager’s Report

A. Acceptance of the Financial Audit for Fiscal Year 2016

Ms. Davis reviewed the financial audit for Fiscal Year 2016 and indicated it is a clean audit.

On MOTION by Mr. Wiggins seconded by Ms. Murphy with all in favor the financial audit for Fiscal Year 2016 was accepted and the Chair was authorized to execute the appropriate documents to file with the State.

B. Discussion of the Budget Process for Fiscal Year 2018

Ms. Davis reviewed the budget process to present the proposed budget for approval at the May 23, 2017 meeting. The public hearing will be scheduled for August 22, 2017. Staff requested authorization for Mr. Clark to serve as the Board liaison to work on the budget.

NINTH ORDER OF BUSINESS

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

The Board reviewed the financials.

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

TENTH ORDER OF BUSINESS

Supervisors’ Request

The following was discussed:

- Mr. Nelson is not pleased with the quality of work done with the Covington fence and the fact that the color is white. He also believes the fence looks like it might be encroaching on private property.
- Mr. Nelson addressed CDD property at the back of Chatham Village which a resident approached him about. The resident feels it is poorly maintained.

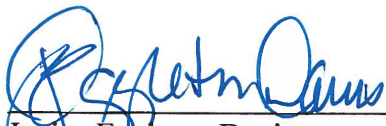
- Mr. Burton explained it is the buffer area separating the bicycle path on Highway 17. The bicycle path was installed by the Department of Transportation and later turned over to Clay County Parks and Recreation, who maintains the bicycle path. The Department Head is willing to meet with Mr. Burton to see who is responsible to maintain the area.
- Ms. Davis stated Planning and Zoning needs to be notified the buffer area has been disturbed.
- Mr. Nelson asked if a temporary fix can be made to the roundabout pavers until there is final resolution. It was explained there are costs every time it is repaired and the issue comes back.
- Mr. Nelson addressed staffing by Severn Trent Services for the CDD. Ms. Davis explained the CDD is fully staffed; however, some of the positions are filled by temporary employees. Seasonal part-time staff is also being added now.
- There was further discussion regarding the roundabout and staff was directed to obtain quotes. Staff was also directed to add sand as a temporary repair.
- Mr. Nelson noted there are still several areas missing stones on the Amenity Center fire place.

ELEVENTH ORDER OF BUSINESS

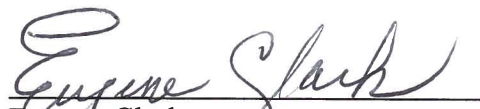
Adjournment

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