

**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, November 28, 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, Esq.	District Attorney (Via Telephone)
Marcia Weeks	Project Manager
Jenny Urcan, PE	District Engineer (Via Telephone)
Kyle Kubik	Yellowstone Landscape
Several Residents	

The following is a summary of the discussions and actions taken at the November 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 (Limited to 3
Minutes per Speaker)**

The following comments were made:

- Mr. George Lark inquired about the following:
 - The \$100 fee for Pandora in the Amenity Center.
 - Power washing of the Amenity Center. If it was done, it is inadequate work.
 - Setting irrigation timers on Town Center Boulevard to operate from 12:00 a.m. to 6:00 a.m.
 - Possibility of a UV filter for water features at the entrance and lighting them in the evening.

- Possibility of heated swimming pool.
- Permanent stained sidewalks throughout the community and who is responsible for them.
- Asphalt patch in roundabout.
- Who holds the Board accountable?
- Mr. Tony Langone lives in River Hills Reserve. His house backs up on the 16th hole of the golf course and the pond. People are hanging out at the ponds and it is an invasion of privacy for those living along the pond.
- Mr. Del Lewis addressed the loss of vegetation in the berm behind his house in Lake Ridge South.
- Ms. Ashley Nelson suggested a dog park in the open field at the Splash Park.
- Mr. Tim Fritz inquired about the following:
 - Will the tennis court resurfacing be done better than previously?
 - Will the person responsible for maintaining the tennis courts be educated in maintenance of tennis courts?
 - Does the District have the necessary tools and equipment to maintain the tennis courts?
 - Can maintenance of the tennis courts be outsourced?
 - The courts are wet in the morning due to the irrigation system.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the October 24, 2017 Meeting

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

There being none,

On MOTION by Mr. Wiggins seconded by Ms. Szafranski with all in favor the minutes of the October 24, 2017 meeting were approved.
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FOURTH ORDER OF BUSINESS

Attorney's Report

Mr. Walters reported the following:

- He provided an update on property conveyances in Lake Ridge South. He reached out to the General Counsel for Pulte Homes, which is the successor entity for Centex. They agree to proceed with the conveyance. A draft document was sent to them for their review and he expects to have them for consideration at the December meeting.
- He provided an update on the legislative session and reported updates will be distributed to the Board once available.

FIFTH ORDER OF BUSINESS

Engineer's Report

Ms. Urcan reviewed her report, a copy of which is included in the agenda package.

- She has reached out to Jax Dirt Works several times to get an update on the Pond 4 repairs, but has not been able to reach them.
- Mr. Shawn Thomas, the County Engineer, passed the request for the county repairs to the inlet within Town Center up the chain. She is still waiting for more information from the County.
- She spoke with Mr. Stilwell about the drainage issue at the roundabout. He spoke to the County earlier in the year and they said they were going to install the inlet. After they did a cost estimate, they likely decided the problem did not warrant the cost. It is recommended a meeting be set up with Prosser, the County Engineer and a Board member.
- She has not been able to confirm if the work at Margaret's Walk Dock was completed.
- Discussion ensued regarding repair of the roundabout. Mr. Walters cautioned the Board not to take on more responsibility than it is obligated to. Mr. Walters will follow up to see if a meeting can be set up as recommended by the District Engineer.

SIXTH ORDER OF BUSINESS

Landscaping Update – Yellowstone Landscape

Mr. Kubik provided a landscaping update. A copy of his report and enhancement proposals were included in the agenda package.

- He addressed Mr. Lewis' concern about the berm at Lake Ridge South. They started on the berms toward the ponds and are working their way towards the front gate soon.

- He addressed Mr. Fritz’s concern regarding irrigation by the tennis courts. There was an issue with the irrigation sensor and it was resolved.
- The Board requested a proposal to prune trees throughout the community so they have a higher clearance.

On MOTION by Ms. Murphy seconded by Mr. Wiggins with all in favor the enhancement proposals provided by Yellowstone Landscape for Hurricane Irma damages at the Splash Park berm and Margaret’s Walk park area at a total cost of \$7,140 were approved.

SEVENTH ORDER OF BUSINESS

Project Manager’s Report

A copy of the Project Manager’s Report was included in the agenda package.

- **Maintenance Update**

The following was discussed:

- They are waiting on an entrance lighting proposal from an additional vendor and another vendor is scheduled to come on site to provide a proposal.
- The tennis court resurfacing project began November 27, 2017. Two courts are complete and the third one will be worked on November 29, 2017. There was a small issue with the mechanisms used to tighten the nets. The gears are locked and are only to be used by maintenance staff. Residents have been using their own tools and messing with the mechanisms to the point they have broken. Welch is going to provide new mechanisms that can be adjusted by the residents. In order to change out the mechanisms all six courts will need to be closed for two days. They will reopen Saturday, December 2, 2018.
- Three proposals were obtained to replace the fencing damaged during Hurricane Irma at the Margaret’s Walk Park: Superior Fence & Rail, Inc. at \$7,110, Armstrong Fence Co. at \$11,060 and A Norman Fence Co., Inc at \$5,700.

On MOTION by Ms. Murphy seconded by Mr. Nelson with all in favor the proposal from A Norman Fence Co., Inc. at a cost of \$5,700 was approved.

- Two proposals were submitted for the Splash Park pergolas: All Weather Contractors at \$8,870 and Bemar Construction at \$2,900.

- Two proposals were submitted for the Village Square entrance pergolas: All Weather Contractors at \$15,880 and Bemar Construction at \$5,600.

On MOTION by Ms. Murphy seconded by Mr. Nelson with all in favor the proposals from Bemar Construction for the pergolas at the Splash Park and the Village Square entrance was approved at a total cost of \$8,500.

- Staff recommends installing a dog waste station on Town Center Boulevard between Amberwood and Cypress Glen.

On MOTION by Mr. Wiggins seconded by Ms. Murphy with all in favor the purchase and installation of a dog waste station at a cost of \$199.99 as recommended by staff was approved.

- Mr. Langone requested “No Fishing” signs be posted around the pond in River Hills Reserve. Discussion ensued and there was Board consensus to meet with Golf Course management to discuss the issue and see if there are any possible solutions. Mr. Clark and Ms. Weeks will arrange to meet with Golf Course management.
- The County posted flashing signs at Old Hard Road to make the community aware of new stop signs, which will become effective December 4, 2017. New poles were purchased because the County would only provide basic poles and not decorative ones. They will be installed on December 3, 2017 and kept covered overnight. The County will remove the covers on December 4, 2017.
- The County is requesting the District remove Live Oak trees and Crepe Myrtles at the Old Hard Road and Town Center Boulevard intersection by December 4, 2017. Mr. Burton is trying to obtain quotes to remove the tree. Mr. Walters suggested trimming the trees and if the County still wants them removed, they can remove them. There was Board consensus to only trim the trees.
- Pricing was obtained for iPads and tablets for the Board to go paperless. Ms. Davis reviewed costs associated with hard copies of agenda packages.

On MOTION by Mr. Nelson seconded by Ms. Murphy with all in favor purchasing five 10.1” Samsung Tablets with necessary software for the Board was approved at a cost not to exceed \$300 each.

- Clay County Sheriff's Office has raised their contract rate. Even with the increase, the expense should still be within the Fiscal Year 2018 budget.

On MOTION by Ms. Murphy seconded by Mr. Nelson with all in favor the Clay County Sheriff's Office contract increase was approved.

- Prosser provided a proposal to perform the bi-annual inspection required by SJRWMD at a cost of \$1,800.

On MOTION by Ms. Murphy seconded by Ms. Szafranski with all in favor the proposal from Prosser to perform the bi-annual inspection required by SJRWMD was approved.

- **Recreation Update**

A copy of the recreation update was provided in the agenda package. Pictures of the Plantation Block Party were distributed.

EIGHTH ORDER OF BUSINESS

Manager's Report

A. Consideration of Resolution 2018-2, Amending the Fiscal Year 2017 Budget

Ms. Davis reviewed the budget amendment. The actual year to date expenditures are \$2,473,000 and the budget was \$2,245,000. The amendment will add \$275,000 to the budget in the various categories outlined in the exhibit to the resolution.

On MOTION by Ms. Murphy seconded by Ms. Szafranski with all in favor Resolution 2018-2, amending the Fiscal Year 2017 budget, was adopted.

B. Motion: Assigning Fund Balance

This is a requirement for the financial audit. The proposed motion is to assign the fund balance as follows:

- Operating Reserves - \$538,948
- Entry Features - \$115,837
- Parks - \$186,910
- Recreation Facilities - \$569,805
- Miscellaneous Site Improvement - \$65,882
- Signage - \$162,995

On MOTION by Ms. Szafranski seconded by Mr. Wiggins with all in favor the fund balance as of September 30, 2017 was assigned as outlined above.

C. Consideration of Resolution 2018-3, Designating Primary Administrative Office and Principal Headquarters of the District

This is a housekeeping item to meet Chapter 119 requirements.

On MOTION by Ms. Murphy seconded by Ms. Szafranski with all in favor Resolution 2018-3, designating primary administrative office and principal headquarters of the District, was adopted.

Ms. Davis also reported Severn Trent will be rebranding and have a new name as of December 4, 2017.

NINTH ORDER OF BUSINESS

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

The Board reviewed the financials.

On MOTION by Mr. Nelson seconded by Ms. Szafranski with all in favor the October financials were accepted and the check register approved.

TENTH ORDER OF BUSINESS

Supervisors' Request

The following was discussed:

- Ms. Murphy was contacted by Mr. Robert Machala who was inquiring as to who is responsible for the berm and the landscaping buffer between the bicycle path and US Highway 17 along the FIP area. The County is looking to modify the US Highway 17 Fleming Island scenic buffer foliage. He wants to make sure it does not adversely affect the District. Ms. Murphy will forward the information to Mr. Walters and he will look into the matter.
- Mr. Nelson addressed proper maintenance of the tennis courts going forward. The bottom of the fences are curling up. Ms. Weeks will obtain quotes to repair or replace.
- Ms. Davis noted the plan is that Pandora will be used when the new pool season begins, as suggested by the Board.

- There was brief discussion regarding the request to have a heated pool. The Board will look into it and discuss at a later date.
- The Board discussed lighting for the Fleming Plantation Boulevard fountain and requested pricing.
- There was discussion regarding the stained sidewalks.
- Discussion ensued regarding the request for a dog park. The Board requested staff look into the requirements to have a dog park.
- Ms. Szafranski asked if the Amenity Center renovation is complete. Ms. Weeks responded they are just waiting on the conference table to be refinished.

ELEVENTH ORDER OF BUSINESS

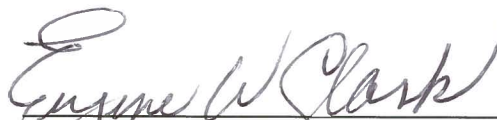
Adjournment

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 W. Clark
Chairman