

**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 15, 2016 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
Wes Haber	District Attorney (Via Telephone)
Ryan Stilwell, P.E.	District Engineer
Annette Brown	Project Manager
Marcia Weeks	Events Coordinator
Andy Burton	Lead Maintenance Tech
Kyle Kubik	Yellowstone Landscape

The following is a summary of the discussions and actions taken at the November 15, 2016 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

**Approval of the Minutes of the
October 25, 2016 Meeting**

Mr. Clark stated each Board member received a copy of the minutes of the October 25, 2016 meeting and requested any corrections, additions or deletions.

There being none,

On MOTION by Mr. Wiggins seconded by Ms. Murphy with all in favor the minutes of the October 25, 2016 meeting were approved.
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THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Resolution 2017-2, Honoring Mike Cella

On MOTION by Ms. Szafranski seconded by Ms. Murphy with all in favor Resolution 2017-2, honoring Mike Cella, was adopted.

FIFTH ORDER OF BUSINESS

Attorney's Report

Mr. Haber, sitting in for Mr. Walters, did not have anything to report at this time.

Mr. Clark inquired about the status of the license agreement for parking at Village Square during District events at the Gazebo. Mr. Haber did not have an update on this, but will ask Mr. Walters to follow up.

SIXTH ORDER OF BUSINESS

Engineer's Report

The following was discussed:

- Mr. Stilwell provided proposals received for the Cypress Glen weir structure repair, copies of which are incorporated hereby.
 - HEB Services, Inc. submitted a proposal in the amount of \$43,045 with no performance and payment bond. Mr. Stilwell checked with District Counsel and this is not a requirement.
 - Rollings Construction, Inc. submitted a proposal in the amount of \$43,200 with a \$1,500 performance and payment bond.

On MOTION by Ms. Murphy seconded by Mr. Nelson with all in favor the proposal from HEB Services, Inc. to repair the Cypress Glen weir structure at an amount not to exceed \$43,045 was approved.

- Mr. Clark asked about the washout near the Amberwood fence. Mr. Stilwell responded Mr. Burton sent him pictures of the area. The issue appears to be erosion around an existing retaining wall by one of the ponds. It is approximately a 12 inch washout, which can be resolved with landscaping. Mr. Nelson and Ms. Murphy believe this is the Amberwood HOA's responsibility.

SEVENTH ORDER OF BUSINESS

Project Manager's Report

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

- **Maintenance Update**

Ms. Brown reviewed the following:

- The two additional waste stations have been installed: one north of Amberwood, near Cypress Glen, and the other one is in the area next to the golf course maintenance shed.
- Three proposals were submitted to replace the torn awnings at the tennis courts:
 - Boree Canvas Unlimited for \$4,600 with a one year workmanship warranty and a 10 year fabric warranty.
 - First Coast Awning for \$3,875 with a two year workmanship warranty and a 10 year fabric warranty.
 - Thompson Awning for \$5,245 with a two year workmanship warranty.

On MOTION by Mr. Wiggins seconded by Mr. Nelson with all in favor the proposal from First Coast Awning to replace the awnings at the tennis courts for a total cost of \$3,875 was approved.
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- The hinges on the tennis court doors were repaired.
- Staff is still trying to obtain proposals to replace the Covington fence. Several companies were contacted, but only one provided an estimate. Staff will confirm whether the fence is located on private property and whether an easement agreement will be necessary.
- Staff is having difficulty finding local companies that do resurfacing for the interactive splash area at the Splash Park. Mr. Burton is reaching out to companies outside of the area.
- One estimate was provided for resurfacing the slide structure at the Splash Park from All Weather Contractors at a total cost of \$23,285. E-Static promised to submit a proposal, but has not done so to date.

- **Staffing Update**

Ms. Brown reported the following:

- The Randstad temp for maintenance did not report to work after a week. The position is advertised to be filled as a full-time position, and Randstad is also seeking a suitable candidate in the interim.

- A part-time community service attendant position is posted as well. The current temp is continuing to work until the position is filled.

- **Maintenance Update (Continued)**

Mr. Kubik provided a landscaping update.

- **Events**

The following was discussed:

- For the Book Club meeting in October, Ms. Weeks surprised them with a masseuse.
- Food Truck Friday and Movie Night was held November 4, 2016 and was a success. Food Truck Fridays will be held the first Friday of every month starting in January.
- Upcoming events include:
 - Plantation Block Party on November 19, 2016.
 - Holiday Open House on December 3, 2016 from 6:00 p.m. to 8:00 p.m.
 - Holiday Lights Competition with judging on December 11, 2016.
 - A movie will be shown during the day at the Amenity Center every day from December 19 through December 21, 2016 for a school break activity.
 - The Giving Tree will be set up again this year at the Amenity Center by Miriam’s Basket charity for anyone wanting to donate a gift of clothing or shoes to a child in need.

EIGHTH ORDER OF BUSINESS

Manager’s Report

Ms. Davis reported Ms. Sete Zare is working on the bond refinancing. Ms. Davis is working with Hancock Bank to see what fees would be associated with credit card charges if the District were to accept credit card payments.

NINTH ORDER OF BUSINESS

Old Business/ New Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors’ Request

The following was discussed:

- Mr. Wiggins would like to do something to recognize and encourage Fleming Island Plantation youth, who are doing great things. He suggested posting something in the

monthly newsletters. A notice will be posted in the newsletter stating they are accepting recognition submissions for community youth from ninth grade through undergraduate studies.

- Mr. Nelson discussed trimming bushes which are covering entrance columns. Additionally, Yellowstone was asked to look at line-of-sight issues throughout the District.
- Mr. Nelson discussed the fences on Thunderbolt Road and expressed concern over property owners replacing them with different fences. Because it was originally installed by the developer, he suggested the District install a uniform fence. The Board requested District Counsel re-verify ownership of the fence property line.

ELEVENTH ORDER OF BUSINESS

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

The Board reviewed the financial statements.

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

TWELFTH ORDER OF BUSINESS

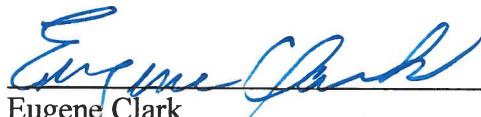
Adjournment

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