

**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, January 24, 2017 at 6:04 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 (In Person and Via Telephone)
Ryan Stilwell, P.E.	District Engineer (Via Telephone)
Annette Brown	Project Manager
Marcia Weeks	Events Coordinator
Andy Burton	Maintenance
Corrina Madrid	National MS Society
Several Residents	

The following is a summary of the discussions and actions taken at the January 24, 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

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the December 13, 2016 Meeting

Mr. Clark stated each Board member received a copy of the minutes of the December 13, 2016 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 December 13, 2016 meeting were approved.

FOURTH ORDER OF BUSINESS

Consideration of Request from National Multiple Sclerosis Society North Florida Chapter for Walk MS Special Event

The National Multiple Sclerosis Society is requesting to reserve the Amenity Center Pavilion to hold their Walk MS event without a resident sponsor. Ms. Corrina Madrid provided an overview of the event.

On MOTION by Ms. Murphy seconded by Ms. Szafranski with all in favor the request by the National Multiple Sclerosis Society to rent the Amenity Center Pavilion to hold their Walk MS event was approved with a rental deposit of \$300.

FIFTH ORDER OF BUSINESS

Consideration of Matters Relative to Refinancing of Series 2007 Bonds

• Supplemental Assessment Resolution, Resolution 2017-4

Ms. Davis distributed the Assessment Allocation Report for the special assessment refunding bonds as well as an amendment to one of the tables.

- Currently the debt service payment per unit is \$693.49 for single family homes, \$346.78 for villas/condos and \$138.70 for the Lighthouse Apartments.
- The proposed refinancing will reduce the debt service per unit to \$633.31 for single family homes, 316.65 for villas/condos and \$126.66 for the Lighthouse Apartments.
- Mr. Walters reviewed Resolution 2017-4.

On MOTION by Ms. Murphy seconded by Ms. Szafranski with all in favor Resolution 2017-4, confirming and adopting the Supplemental Special Assessment Allocation Report for the Special Assessment Refunding Bonds, Series 2017, was adopted.

- Resolution 2017-5, which was received from Hancock Bank today, was distributed to the Board. This resolution authorizes Hancock Bank to hold the District’s main operating account. They will also be the Trustee for the bond funds.

On MOTION by Ms. Szafranski seconded by Ms. Murphy with all in favor Resolution 2017-5 was adopted.

SIXTH ORDER OF BUSINESS

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

Mr. Luis Herrera attended the meeting with his mother's authorization to represent her, Ms. Mireya Catuy, at the hearing. Ms. Karen Giraldo who was present at the party also addressed the Board.

Discussion ensued by the Board regarding the room rental deposit and consideration of any suspension.

On MOTION by Ms. Murphy seconded by Ms. Szafranski with Ms. Murphy, Ms. Szafranski, Mr. Wiggins and Mr. Clark voting aye and Mr. Nelson voting nay, 50% of the deposit will be returned and Ms. Catuy's household is no longer allowed to rent any of the District's facilities going forward.

There was Board consensus not to take action on suspension of any other amenity privileges.

SEVENTH ORDER OF BUSINESS

Attorney's Report

Mr. Walters provided the following updates:

- Legislative session has begun and his firm will be emailing their Capital Conversation newsletter.
- He has not received a response from Ms. Schneider regarding the license agreement for parking at Village Square during events at the Gazebo.

EIGHTH ORDER OF BUSINESS

Engineer's Report

Mr. Stilwell reported the Cypress Glen weir repair is complete. He is waiting on the final as-built plans to do the final inspection. Discussion ensued regarding ongoing issues with the pavers at the roundabout. Mr. Stilwell will look into it.

NINTH 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:

- First Coast Awning had a delay and will be installing the new awning no later than January 26, 2017.

- Superior Fence & Rail will be working on the Covington Fence. After re-measurement of the fence, the cost was decreased by \$600.
- Two proposals were obtained to resurface the Splash Pad: No Fault Sports Group for \$16,700 and Bliss Products for \$16,279. Staff recommends Bliss Products due to the lower cost, better warranty and thicker product.

On MOTION by Mr. Wiggins seconded by Ms. Murphy with all in favor the proposal from Bliss Products was approved at a cost not to exceed \$16,500.

- Three proposals were received for repairing the slide structure at the Splash Park: All Weather Contractors for \$23,285, Corrosion Control Services for \$29,162 and All Florida Sandblasting & Painting for \$54,530. Staff recommends Corrosion Control Services. Mr. Walters suggested an agreement incorporating the proposal, which includes a provision stating prior authorization is required if there is additional work outside of the scope of service.

On MOTION by Ms. Szafranski seconded by Ms. Murphy with all in favor a staff was authorized to enter into a contract with Corrosion Control Services to perform repair work on the slide structure at a cost not to exceed \$29,500.

- Staff is looking at the pool furniture to see what needs to be re-strapped.

On MOTION by Mr. Nelson seconded by Ms. Murphy with all in favor re-strapping of pool furniture was approved at a cost not to exceed \$3,000.

- Staff is working on replacing the covers for the chair lifts at both pools.
- The motor drive for the Thunder Bucket is dead. A motor starter will be used for cost efficiency.
- Clay Electric found the issue with the entrance lights to Chatham Village is associated with wiring, which is also tied to the street lights. They will be working on it on January 26, 2017, at the earliest.
- Proposals were obtained for replacing directional signage and refurbishing the existing directional signage. After reviewing the proposals, staff determined

replacing the signs is a better, more cost-effective, option. Dogwood Signs provided an estimate based on the largest size.

- The County approved moving the Carrington sign closer to Marsh Hawk Lane.
- Ms. Brown will look into other proposals and options.
- The entrance signs to Fleming Island Plantation were pressure washed.
- One of the maintenance carts needs to be repaired. The reserve study had it scheduled for replacement for Fiscal Year 2016. Staff is looking into options for replacement.
- Two proposals were obtained for refurbishing the Amenity Center: North River Building Solutions for \$59,279 and Cross Timbers Construction Group for \$55,641. There was Board consensus to prioritize what needs to be done and obtain individual pricing.

- **Staffing Update**

A permanent maintenance technician, Mr. Ajro Isa, was hired and began on January 17, 2017. He is doing a great job so far.

- **Events Update**

The following was discussed:

- The Book Club had a field trip to Sweet Pete's Candy Company after reading *Willie Wonka and the Chocolate Factory*.
- Holiday Movie Week was held December 19 through December 21, 2016.
- The Chilly Challenge was cancelled due to lack of participation.
- The first Food Truck Friday was held January 6, 2017 and it was a huge success. Pictures of the event were distributed.
- The Plantation Hoedown was held January 21, 2017. Over 200 residents attended and there has been positive feedback. Pictures were distributed.
- A Health and Wellness event will be held January 26, 2017 from 6:00 p.m. to 7:00 p.m. at the Amenity Center Conference Room.
- The next Food Truck Friday is scheduled for February 3, 2017 from 5:30 p.m. to 8:00 p.m.
- A Daddy/Daughter Date Night is scheduled for February 4, 2017 from 6:00 p.m. to 8:00 p.m. Over 20 people have already RSVP'd.

- The Valentine Singles Soiree is something staff is trying for the first time. No one has RSVP'd to date.
- The Plantation Mardi Gras is scheduled for February 18, 2017 at the Splash Park Gathering Room from 5:00 p.m. to 8:00 p.m.
- The next Book Club meeting is scheduled for February 23, 2017 at 11:00 a.m.
- Revisions to the District Policy, to include recent changes to food being allowed at the pool, will be brought to the Board at the next meeting.
- The proposed pool schedule for the upcoming season will be presented at the next meeting.
- Proposals for the Snack Shack will be presented at the next meeting.

TENTH ORDER OF BUSINESS

Manager's Report

Ms. Davis reported a letter was sent out to residents from a Severn Trent Services corporate partner, Home Serve. It was an authorized letter with an offer to provide services to residents in the case there is a failure in a pipe between their property lines and their home. This is just an offer and not a requirement. Severn Trent did not provide them the mailing list; rather it was purchased. She apologized to the Board they were not made aware of this letter prior to it being sent. Staff will be trained on responding to residents' calls regarding Home Serve.

ELEVENTH ORDER OF BUSINESS

Acceptance of December Financials and Approval of November and December Check Register

Mr. Clark questioned if a summary of the November financials is required for records purposes. Ms. Davis responded it is not required; however, the check registers for November and December are included and the December financials are cumulative.

On MOTION by Ms. Murphy seconded by Ms. Szafranski with all in favor the December financials were accepted and the November and December check registers and invoices were approved.
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TWELFTH ORDER OF BUSINESS

Old Business/ New Business

The following was discussed:

- Ms. Brandye Mackey addressed the Board regarding recognition of Black History Month, Wi-Fi access and her interest in leasing the Snack Shack.
- Ms. Davis explained the Wi-Fi is for office staff use and not public use. Mr. Walters has previously advised the Board against public use of Wi-Fi services.
- Ms. Weeks has sent Ms. Mackey the information for submitting a proposal for the Snack Shack twice. Ms. Mackey is also welcomed to pick up the information at the office.
- With regard to Black History Month, the Board has not focused on any one race or culture. A Unity Event was held to recognize all cultures and races.

THIRTEENTH ORDER OF BUSINESS

Supervisors' Request

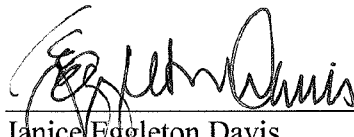
Ms. Szafranski noted she has asked Mr. Robert Machala, from the Master Association, to send a letter verifying the Association agrees to share costs on the Marquis Signs.

FOURTEENTH 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