

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**GLEN ST. JOHNS
COMMUNITY DEVELOPMENT DISTRICT**

The **Regular** meeting of the Board of Supervisors of Glen St. Johns Community Development District was held on **Thursday, April 21, 2016 at 10:00 a.m.** at the St. Johns County Airport Authority located at 4730 Casa Cola Way, St. Augustine, FL. 32095.

Present and constituting a quorum:

Maston Crapps	Board Supervisor, Chairman
Wes Hinton	Board Supervisor, Vice Chairman
Brian Reese	Board Supervisor, Assistant Secretary (via speakerphone)
Darren Romero	Board Supervisor, Assistant Secretary

Also present were:

Melissa Dobbins	DM, Rizzetta & Company, Inc.
Lesley Gallagher	Rizzetta & Company, Inc.
Katie Buchanan	Hopping Green & Sams
Jeff Branch	Vesta
Jeff Nunamaker	Yellowstone Landscape

FIRST ORDER OF BUSINESS

Call to Order

Ms. Gallagher called the meeting to order at 10:11 a.m. and read roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

An audience member commented on the budget.

THIRD ORDER OF BUSINESS

**Acceptance of Board Supervisors'
Resignation (Chris Hill)**

On a motion by Mr. Crapps, seconded by Mr. Romero, with all in favor, the Board accepted Supervisor Hill's resignation effective March 22, 2016 for Glen St. Johns Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Regular Meeting held
February 18, 2015**

On a motion by Mr. Crapps, seconded by Mr. Romero, with all in favor, the Board approved the minutes of the Board of Supervisors' regular meeting held February 18, 2015 for Glen St. Johns Community Development District.

FIFTH ORDER OF BUSINESS

**Ratification of the Operation and
Maintenance Expenditures for January
2016 and February 2016**

On a motion by Mr. Crapps, seconded by Mr. Romero, with all in favor, the Board ratified the operation and maintenance expenditures for January 2016 in the amount of \$24,536.56 and February 2016 in the amount of \$29,606.24 for Glen St. Johns Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Ms. Buchanan reviewed updates in Legislation that would require budgets and agenda packages to be posted on websites in a specific timeframe.
- B. District Engineer
Not present.
- C. Landscape Report
Mr. Nunamaker updated the Board that mulch and pine straw installations would take place on May 4, 2016. He also noted they are now on a weekly service schedule.

On a motion by Mr. Crapps, seconded by Mr. Hinton, with all in favor, the Board approved enhancement proposal for installation of a drainage pipe to new down spout at the amenity center by Yellowstone Landscape in the amount of \$541.20 (Exhibit A) for Glen St. Johns Community Development District.

An audience member had some concerns regarding landscaping around playground.

Mr. Nunamaker will provide a proposal for landscape irrigation.

D. Amenity Manager Report

Mr. Fagan updated the board that the gutters have been completed at the amenity center and the access system for the restrooms is working.

On a motion by Mr. Crapps, seconded by Mr. Romero, with all in favor, the Board approved the Southeast Fitness Preventative Maintenance Renewal Quote in the amount of \$210.00 per quarter (Exhibit B) for Glen St. Johns Community Development District.

E. District Manager

Ms. Gallagher reviewed Charles Aquatics Service Report for March and noted no issues. She also updated the Board that the District Engineer is working on the Annual Engineer's Report

SEVENTH ORDER OF BUSINESS

Discussion Regarding Food Trucks

This item was tabled while the district office works with St. Johns County on gathering more information regarding a Temporary Use permit.

EIGHTH ORDER OF BUSINESS

**Acceptance of Arbitrage Rebate
Calculation Series 2006, for the Period
ended November 30, 2015**

On a motion by Mr. Hinton, seconded by Mr. Crapps, with all in favor, the Board accepted the Arbitrage Rebate Calculation Report Series 2006, period ended November 30, 2015 noting a negative cumulative rebate requirement of \$(188,034.91) for Glen St. Johns Community Development District.

NINTH ORDER OF BUSINESS

**Considerations of Resolution 2016-04,
Accepting the Proposed Budget and
Setting the Public Hearing**

On a motion by Mr. Crapps, seconded by Mr. Hinton, with all in favor, the Board adopted Resolution 2016-04, Approved the Proposed Budget for Fiscal Year 2016/2017 and Set the Public Hearing for August 18, 2016 at 10:00 a.m. for Glen St. Johns Community Development District.

TENTH ORDER OF BUSINESS

**Audience Comments and
Supervisor Requests**

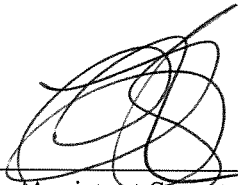
An audience member commented on the tree branches along St. Thomas Island Parkway.

There were no supervisor comments.


ELEVENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Crapps, seconded by Mr. Winton, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 11:19 a.m. at for Glen St. Johns Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

Exhibit A



Enhancement Proposal

Job Name:	Drainage Pipe Installation Amenity Center	Proposal #	
Property Name:	Glen St. Johns	Date:	April 19, 2016
Client:	Lesley Gallagher / Rizzetta & Company		
Address:	2806 North Fifth Street Unit 403		
City/State/Zip:	St. Augustine Fl. 32084		
Phone:	904-436-6270		

Austin Outdoor, LLC will complete the work described below:

Description

Installation of drainage pipe to new downspout at amenity center, The right drainage will go to the sidewalk area, the left drainage will go to the edge of the bed but before the turf. This will include the following materials:
 50 feet of 4" solid pipe
 1 (4") Elbow
 2 Pop Up Emitters
 2 Downspout Adapters
 This includes labor for installation

Project Pricing Summary

Materials & Labor	541.20
Equipment	
Site & Additional Services	-
Total Price	\$ 541.20

ACCEPTANCE OF TERMS

Signature below authorizes Austin Outdoor to perform work as described above and verifies that the prices and specifications are hereby accepted.

Payment terms: Net 30 days. All overdue balances will be a charged a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Austin Outdoor's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Client:

Prepared by:

Date:

Date: December 8, 2015

Internal Use Only	
Project Number:	District:
PO Reference:	Date Work Completed:

Exhibit B

SoutheastFitness

R E P A I R

Equipment Repair & Maintenance

Southeast Fitness Repair

14476 Duval Place West

Suite: 208

Jacksonville, Florida 32218

Office: 904.683.1439 Fax:904.683.1624

Preventative Maintenance

QUOTE: 4/15/16

Facility Name: GLEN ST. JOHNS CDD	ON-SITE POC: JOEL CAMERON	
Phone#: 904-612-9993	Email: joel.cameron@vestaforyou.com	State: FL
Facility Address: 1430 ST. THOMAS ISLAND PKWY	City: ST. AUGUSTINE	Zip: 32092

- ◆ A flat rate fee of \$65.00 will apply to all PM visits (Travel Cost \$65.00 and First Hour Labor \$0.00).
- ◆ Upon completion of the PM if any parts for equipment repairs are necessary we will provide you with an estimate, all parts are additional, will require onsite-staff approval and will be invoiced separately.

Equipment Description	Flat Rate Per Machine	Machine Quantity	NOTES	TOTAL (Flat Rate X Quantity)
Treadmill	\$30.00	2		\$60.00
Elliptical/Crosstrainer/Arc/AMT	\$30.00	1		\$30.00
Spin Bicycle/Rowing Machine	\$15.00			\$0.00
Recumbent/Upright Bicycle	\$20.00	2		\$40.00
Stepper/Stepmill/Jacobs Ladder/Wave	\$30.00			\$0.00
UBE/RB Stepper/Seated Ell/NuStep	\$30.00			\$0.00
Multi-Station Strength Machine	\$15.00	1		\$15.00
Single-Station Strength Machine	\$5.00			\$0.00
Bench/AB Crunch/Rack	\$0.00	1	NO CHARGE	\$0.00
Subtotal				\$145.00
Flat Rate Fee				\$65.00
Taxes			EXEMPT	\$0.00
Preventative Maintenance is Agreed Upon At This Final Rate	7 Machines Total	FINAL PM RATE:		\$210.00

Please Circle Your Preferred PM Frequency *Manufacturers Recommend QUARTERLY*

QUARTERLY

Which month in 2016/2017 would you like to begin the PM Service? _____ MAY _____

Agreement Date: _____

Authorized Facility Staff Signature: _____

This agreement may be cancelled with one advance scheduled service notice. Prices are subject to change.

We carry standard General Liability, Workers Compensation and Auto Insurance, we can provide a Certificate of Additional Insured for you by request. Any additional insurance requirements may be subject to cost.