

**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 **Wednesday, October 18, 2017 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:

Brian Reese	<b>Board Supervisor, Chairman</b>
David Nabers	<b>Board Supervisor, Vice Chairman</b>
Lynne Snyder	<b>Board Supervisor, Assistant Secretary</b>
Darren Romero	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Lesley Gallagher	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Katie Buchanan	<b>District Counsel, Hopping Green &amp; Sams</b> (Via Speakerphone)
Kyle Kubik	<b>Account Manager, Yellowstone Landscape</b>
Cheyne Solsbee	<b>Yellowstone Landscape</b>
Steve Howell	<b>Field Operations Manager, Vesta</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Gallagher called the meeting to order at 10:03 a.m. and read roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There were no audience members present for comments.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board  
of Supervisors' Regular Meeting held  
August 23, 2017**

On a motion by Mr. Reese, seconded by Mr. Nabers, with all in favor, the Board approved the minutes of the Board of Supervisors' Regular meeting held August 23, 2017 for Glen St. Johns Community Development District.

**FOURTH ORDER OF BUSINESS**

**Ratification of the Operation and  
Maintenance Expenditures for August  
2017**

On a motion by Mr. Romero, seconded by Mr. Nabers, with all in favor, the Board ratified the operation and maintenance expenditures for August 2017 in the amount of \$30,818.19 for Glen St. Johns Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

A. District Counsel  
No Report

B. District Engineer  
Not Present

C. Landscape Report

Mr. Kubik reviewed his report found under Tab 3 of the agenda. Discussion ensued. The Board authorized Ms. Snyder to review and approve a proposal to replace pine straw at the amenity center, roundabout and around the sign at Zoysia Field at a cost not to exceed \$1,500.00. Yellowstone Landscape also agreed to remove the pine straw and install the mulch at no cost to the district.

D. Amenity Manager Report

1.) Field Operations Report, October 18, 2017

Mr. Howell reviewed his report found under Tab 4 of the agenda.

E. District Manager

1.) Ms. Gallagher reviewed the Charles Aquatics pond report found under Tab 5 of the agenda. She also noted that her office was contacted by KB Home regarding property in Phase 2C being conveyed to the District. An acquisition package will be sent to KB Home for detailed information and this will be brought back to the Board. The public hearing for the food trucks temporary use permit application is also scheduled for October 19, 2017 at 1:30 p.m. at the St Johns County Offices.

**SIXTH ORDER OF BUSINESS**

**Ratification of Approval of Fiscal Year  
2017/2018 District Insurance Policy**

On a motion by Mr. Romero, seconded by Mr. Nabers, with all in favor, the Board ratified acceptance of Egis proposal in the amount of \$10,872.00 for the Fiscal Year 2017/2018 District Insurance Policy for Glen St. Johns Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Proposals for  
Landscape & Irrigation Maintenance  
Services**

The Board reviewed proposals for landscape and irrigation maintenance services that had been tables at the August meeting. Discussion ensued. Verdego confirmed they could hold pricing until January 17, 2018. The Board approved the proposal from Yellowstone Landscaping for Fiscal Year 2017/2018, as amended, to include mulch in the place of pine straw at the amenity center, round about and around the signage at the zoysia field at a cost not to exceed \$122,746.00 and confirmed there would be a thirty (30) day termination clause for the District.

On a motion by Mr. Reese, seconded by Mr. Nabers, with all in favor, the Board approved the proposal from Yellowstone Landscaping for Fiscal Year 2017/2018, as amended, to include mulch in the place of pine straw at the amenity center, round about and around the signage at the zoysia field at a cost not to exceed \$122,746.00 and confirmed there would be a thirty (30) day termination clause for the district for Glen St. Johns Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Landscape  
Enhancement Proposals**

This item was tabled.

**NINTH ORDER OF BUSINESS**

**Consideration of Renewal of A/C  
Preventative Maintenance Agreement  
with Howard Services**

On a motion by Mr. Reese, seconded by Mr. Nabers, with all in favor, the Board approved automatic renewal of A/C preventative maintenance agreement with Howard Services for January 1, 2018 through December 31, 2018 at a cost of \$149.00 annually for Glen St. Johns Community Development District.

**TENTH ORDER OF BUSINESS**

**Selecting an Audit Committee and Setting  
First Audit Committee Meeting**

On a motion by Mr. Reese, seconded by Mr. Nabers, with all in favor, the Board selected themselves and set first audit committee meeting date of January 17, 2018 prior to the onset of the regular meeting for Glen St. Johns Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Audience Comments and Supervisor  
Requests**

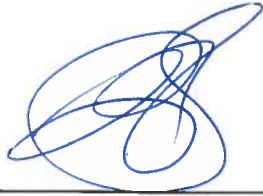
There were no audience members present for comments.

There were no supervisor comments.

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Reese, seconded by Mr. Nabers, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 11:43 a.m. for Glen St. Johns Community Development District.



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Secretary/Assistant Secretary



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Chairman/Vice Chairman