

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, February 19, 2015 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:

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|---------------|-------------------------------------------------------|
| Maston Crapps | Board Supervisor, Chairman |
| Wes Hinton | Board Supervisor, Vice Chairman (late arrival) |
| Brian Reese | Board Supervisor, Assistant Secretary |
| Darren Romero | Board Supervisor, Assistant Secretary |

Also present were:

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|-----------------|----------------------------------------------------------------------|
| Melissa Dobbins | District Manager, Rizzetta & Company, Inc. |
| Katie Buchanan | District Counsel, Hopping Green & Sams (via speakerphone) |
| Dan Fagen | ASG, Inc. |
| Blake Dougherty | Austin Outdoor |
| Brian Moore | Austin Outdoor |

FIRST ORDER OF BUSINESS

Call to Order

Ms. Dobbins called the meeting to order at 10:04 a.m. and read roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience members present.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Regular Meeting held December 18, 2014

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 December 18, 2014 for Glen St. Johns Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the Audit Committee Meeting held December 18, 2014

On a motion by Mr. Crapps, seconded by Mr. Romero, with all in favor, the Board approved the minutes of the Audit Committee meeting held December 18, 2014 for Glen St. Johns Community Development District.

(Mr. Hinton joined the meeting already in progress.)

FIFTH ORDER OF BUSINESS

Ratification of the Operation and Maintenance Expenditures for November 2014, December 2014 and January 2015

The Board of Supervisors requested staff to review the increase in the JEA utility usage.

On a motion by Mr. Crapps, seconded by Mr. Romero, with all in favor, the Board ratified the operation and maintenance expenditures for November 2014 in the amount of \$20,958.94, December 2014 in the amount of \$36,547.72 and January 2015 in the amount of \$22,077.28 for Glen St. Johns Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Ms. Buchanan noted that common elements in 2A, 2B and 1A should be ready to be transferred soon.
- B. District Engineer
Not present.

Ms. Dobbins noted that structure #42 was repaired. The Board of Supervisors authorized an amount of \$8,000 but the total final cost was only \$4,745.
- C. Austin Outdoor
Mr. Moore reported that all boards were removed from palm trees, but they are holding off on the Oaks. A mainline irrigation leak was repaired. They will be fertilizing next month.
- D. Amenity Service Group
Mr. Fagen updated the Board of Supervisors on the fitness equipment preventative maintenance proposals. After discussion, the Board of Supervisors directed staff to move forward with Southeast Fitness Equipment for a total of \$240 per quarter. It was noted that the fitness room doors were painted, the door plates were replaced and new dispensers for paper towels were installed to hold more inventory.

The Board of Supervisors reviewed the cost for playground mats under the swings. The Board of Supervisors approved no more than \$1,000 to purchase mats for each swing.

On a motion by Mr. Crapps, seconded by Mr. Hinton, with all in favor, the Board approved no more than \$1,000 to purchase mats for each swing for Glen St. Johns Community Development District.

E. District Manager

Ms. Dobbins noted that the next regularly scheduled Board of Supervisors' meeting is scheduled for April 16, 2015 at 10:00 a.m. The second audit committee meeting will be held prior to the onset of the regular meeting.

Ms. Dobbins updated the Board of Supervisors that FPL is reviewing installing streetlights in the back phase by the end of April.

SEVENTH ORDER OF BUSINESS

Consideration of Landscape Maintenance Contract Renewal

The Board of Supervisors reviewed the renewal and after discussion approved the scope as is with additional items (mulch, annuals and palm pruning) for a 7 month term so the contract will then be inline with the fiscal year. The scope of service will be reviewed at the meeting for next years budget.

The Board of Supervisors approved the renewal at a rate of \$9,620.10 per month for 7 months.

On a motion by Mr. Crapps, seconded by Mr. Romero, with all in favor, the Board approved the landscape maintenance contract renewal at a rate of \$9,620.10 per month for 7 months for Glen St. Johns Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Agreement for Technology Services

This item was tabled under a future Board of Supervisors' meeting.

NINTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

There were no audience members present.

There were no Supervisor requests.

TENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Crapps, seconded by Mr. Hinton, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 11:35 a.m. at for Glen St. Johns Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman