

**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 20, 2014 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	<b>Board Supervisor, Chairman</b>
Brian Small	<b>Board Supervisor, Vice Chairman</b>
Lane Gardner	<b>Board Supervisor, Assistant Secretary</b>
Wes Hinton	<b>Board Supervisor, Assistant Secretary (via speaker phone)</b>

Also present were:

Melissa Dobbins	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Katie Buchanan	<b>District Counsel, Hopping Green &amp; Sams</b>
Vince Dunn	<b>District Engineer, Dunn &amp; Associates</b>
Dan Fagen	<b>ASG, Inc.</b>

Audience Members

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Dobbins called the meeting to order at 10:00 a.m. and read roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There was a request made to the CDD to not enter into a long-term agreement when renewing the Landscape and Aquatics contracts. There was also a request to confirm that all common areas are included, along with debris pick up.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board  
of Supervisors Regular Meeting held  
December 19, 2013**

On a motion by Mr. Crapps, seconded by Mr. Small, with all in favor, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held December 19, 2013 for Glen St. Johns Community Development District.

**FOURTH ORDER OF BUSINESS**

**Ratification of the Operation and  
Maintenance Expenditures for December  
2013 and January 2014**

On a motion by Mr. Crapps, seconded by Mr. Gardner, with all in favor, the Board ratified the Operation and Maintenance Expenditures for December 2013 in the amount of \$30,517.92 and January 2014 in the amount of \$22,985.05 for Glen St. Johns Community Development District.

**FIFTH ORDER OF BUSINESS    Staff Reports**

- A.    District Counsel  
      No Report.
  
- B.    District Engineer  
      No Report.
  
- C.    Austin Outdoor  
      Mr. Moore stated he had no further report other than what was provided under Tab 3.
  
- D.    District Manager  
      Ms. Dobbins noted that the next regularly scheduled Board of Supervisors' meeting is scheduled for April 17, 2014 at 10:00 a.m.

Ms. Dobbins updated the Board of Supervisors that the playground picnic equipment was relocated.

She also reviewed the need to close the pool on Mondays, except for holiday weekends in which case the pool would close on Tuesday for maintenance and chemical treatments. The Board of Supervisors gave consensus to close the pool accordingly.

It was also noted that the fitness equipment will be installed next week.

- 1.)    Charles Aquatic Service Report

Ms. Dobbins reported the Charles Aquatics installed carp to help reduce the algae at no cost to the district.

**SIXTH ORDER OF BUSINESS**

**Consideration of Austin Outdoor  
Contract Renewal**

After discussion, the Board of Supervisors approved the contract renewal, including the current scope, St. Thomas Island Parkway roadway extension, the Amenity Center, Phase 2 common areas and four additional pond banks for a total annual amount of \$97,266.

On a motion by Mr. Crapps, seconded by Mr. Gardner, with all in favor, the Board approved the contract renewal, including the current scope, St. Thomas Island Parkway roadway extension, the Amenity Center, Phase 2 common areas and four additional pond banks for a total annual amount of \$97,266 for Glen St. Johns Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Charles Aquatics  
Contract Renewal**

After discussion, the Board of Supervisors directed staff to get a revised proposal for eight ponds. The Board of Supervisors authorized the Chairman to approve the final proposal with an amount not to exceed \$600 per month for 8 ponds.

On a motion by Mr. Gardner, seconded by Mr. Crapps, with all in favor, the Board authorized the Chairman to approve the final proposal with an amount not to exceed \$600 per month for 8 ponds for Glen St. Johns Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2014-06,  
Instructing the St. John's County  
Supervisor of Elections to Begin  
Conducting the District's General Election**

On a motion by Mr. Crapps, seconded by Mr. Small, with all in favor, the Board approved Resolution 2014-06, Instructing the St. John's County Supervisor of Elections to Begin Conducting the District's General Election for Glen St. Johns Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Engineer's Report on  
Master Lake System Inspection and  
Recommended Maintenance**

Mr. Dunn reviewed his report under Tab 8 of the agenda.

The Board of Supervisors directed the District Engineer to obtain bids for the next meeting per his maintenance recommendations.

**TENTH ORDER OF BUSINESS**

**Public Hearing on the District's Updated  
Rules of Procedure**

On a motion by Mr. Gardner, seconded by Mr. Crapps, with all in favor, the Board opened the public hearing on the District's Updated Rules of Procedure for Glen St. Johns Community Development District.

Ms. Buchanan reviewed the updated provision summary.

On a motion by Mr. Gardner, seconded by Mr. Small, with all in favor, the Board closed the public hearing on the District's Updated Rules of Procedure for Glen St. Johns Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2014-07,  
Adopting the Rules of Procedure**

On a motion by Mr. Gardner, seconded by Mr. Small, with all in favor, the Board approved Resolution 2014-07, Adopting the Rules of Procedure for Glen St. Johns Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Resolution 2014-08,  
Accepting Plat Dedication**

Ms. Buchanan reviewed the resolution and noted that it relates to the recorded plat for Phase 2A and approved plat for Phase 2B.

On a motion by Mr. Gardner, seconded by Mr. Small, with all in favor, the Board approved Resolution 2014-08, Accepting Plat Dedication for Glen St. Johns Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Conveyance of Fill  
Material**

Ms. Buchanan reviewed that the developer needs to deepen the pond in Phase 1A. The fill that is removed will be used on the lots, which would be basically be a trade due to the cost to haul the fill away.

Ms. Buchanan requested a motion to authorize the Chairman to negotiate with the District Counsel for the conveyance of the fill material and to draft an agreement to include an indemnification of liability clause.

On a motion by Mr. Gardner, seconded by Mr. Crapps, with all in favor, the Board authorized the Chairman to negotiate with the District Counsel for the conveyance of the fill material and to draft an agreement to include an indemnification of liability clause for Glen St. Johns Community Development District.

**FOURTEENTH ORDER OF BUSINESS**

**Audience Comments and  
Supervisor Requests**

There was a request for an update on an additional sidewalk along St. Thomas Island Parkway.

There was a comment that the street signs need additional repairs.

There was a request for pet stations.


There was a request for a cable jack for cable outside when the cable is installed.

There were no Supervisor comments.

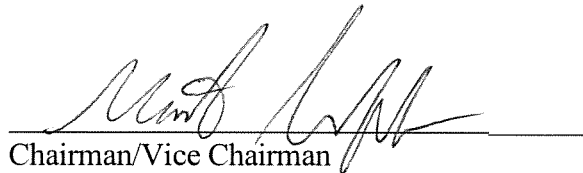
**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Gardner, seconded by Mr. Crapps, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 11:36 a.m. at for Glen St. Johns Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman