

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, December 19, 2013 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
Brian Small	Board Supervisor, Vice Chairman
Wes Hinton	Board Supervisor

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Katie Buchanan	District Counsel, Hopping Green & Sams
David Taylor	District Engineer, Dunn & Associates
Dan Fagen	ASG, Inc.
Kim Shine	Hines

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

It was noted for the record that there were no audience comments.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors Regular Meeting held
October 17, 2013**

<p>On a motion by Mr. Crapps, seconded by Mr. Hinton, with all in favor, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held October 17, 2013 for Glen St. Johns Community Development District.</p>

FOURTH ORDER OF BUSINESS

**Ratification of the Operation and
Maintenance Expenditures for September
2013, October 2013 and November 2013**

On a motion by Mr. Crapps, seconded by Mr. Hinton, with all in favor, the Board ratified the Operation and Maintenance Expenditures for September 2013 in the amount of \$24,132.38, October 2013 in the amount of \$14,458.24 and November 2013 in the amount of \$5,844.27 for Glen St. Johns Community Development District.

FIFTH ORDER OF BUSINESS Staff Reports

- A. District Counsel
 Ms. Buchanan updated the Board of Supervisors that the approved dedication agreement has been signed, but the transfer will happen in the next few weeks. The documents necessary under the dedication agreement will be reviewed by district staff, and if found complete, the District will take ownership of the amenity center on January 21, 2014. She noted that the deed will be recorded after the Phase 2A plat is recorded.

- B. District Engineer
 Mr. Taylor updated the Board of Supervisors that the CO permit was issued today for the amenity center.

- C. Austin Outdoor
 Not present.

- D. District Manager
 Ms. Dobbins noted that the next meeting is scheduled for February 20, 2014 at 10:00 a.m.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2014-05,
Designating Officers**

Maston Crapps was appointed as Chairman, Brian Small was appointed as Vice Chairman and Wes Hinton, Lane Gardner, Walter O'Shea, Melissa Dobbins and Jeremy Needham were appointed as Assistant Secretaries.

On a motion by Mr. Crapps, seconded by Mr. Small, with all in favor, the Board approved Resolution 2014-05, Designating Officers for Glen St. Johns Community Development District.

SEVENTH ORDER OF BUSINESS

**Ratification of ASG Amenity Services
Management Agreement**

ASG is monitoring and maintaining the amenity center for Hines until it is conveyed to the CDD. ASG will start effective February 1, 2014 for the CDD.

On a motion by Mr. Crapps, seconded by Mr. Hinton, with all in favor, the Board ratified the ASG Amenity Service Management Contract in the amount of \$20,800 for one year for Glen St. Johns Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Holiday Isle Cul-de-sac
Landscape Improvements**

The landscape improvements for the Holiday Isle Cul-de-sac were approved in the amount of \$1,859.50.

On a motion by Mr. Crapps, seconded by Mr. Hinton, with all in favor, the Board approved landscape improvements for the Holiday Isle Cul-de-sac in the amount of \$1,859.50 for Glen St. Johns Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Pine Bark Installation
Proposal**

On a motion by Mr. Crapps, seconded by Mr. Hinton, with all in favor, the Board approved the Pine Bark Installation Proposal in the amount of \$5,320 for Glen St. Johns Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Southern Recreation
Proposal**

The proposal for Southern Recreation was approved contingent on staff confirming placement of items one more time.

On a motion by Mr. Crapps, seconded by Mr. Small, with all in favor, the Board approved the proposal for Southern Recreation was approved contingent on staff confirming placement of items one more time for Glen St. Johns Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Master Lake System
Inspection Proposal**

Mr. Taylor updated the Board of Supervisors that all components of the storm water system will be inspected. They will request bids for any corrective measures found, if any, for the Board of

Supervisors to review at the February meeting.

The contract is for an hourly proposal with an amount not to exceed \$4,750 for engineering services.

On a motion by Mr. Crapps, seconded by Mr. Hinton, with all in favor, the Board approved the Master Lake System Proposal as an hourly proposal with an amount not to exceed \$4,750 for engineering services for Glen St. Johns Community Development District.

The Board of Supervisors authorized staff to use the report to procure bids.

On a motion by Mr. Crapps, seconded by Mr. Hinton, with all in favor, the Board authorized staff to use the report to procure bids for Glen St. Johns Community Development District.

TWELFTH ORDER OF BUSINESS

**Audience Comments and
Supervisor Requests**

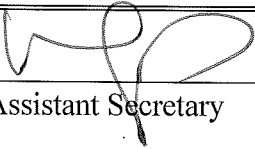
There were no audience comments.

There were no Supervisor requests.

THIRTEENTH 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 10:30 a.m. at for Glen St. Johns Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman